

SCCTP
Serials Cataloging Cooperative
Training Program

Basic Serials Cataloging
Workshop

Trainee Manual

prepared under the auspices of the Cooperative Online Serials Program (CONSER)

Library of Congress

2014 Edition

THIS PAGE INTENTIONALLY LEFT BLANK
FOR DOUBLE SIDED COPY

Table of Contents

Module 1: Background, Objectives, Organization

Module 2: Serial Cataloging

Module 3: Cataloging Preliminaries

Quiz

Module 4: Identifying Manifestations

Quiz

Exercises

Module 5: Describing Carriers and Content

Module 6: Identifying Works and Expressions

Module 7: Basics of RDA Relationships for Serials

Module 8: When Do I Need a New Description?

Exercises

Module 9: Identifying Appropriate Copy

Exercises

Module 10: Working with Copy

Exercises

Appendix A: Tools for Serials Catalogers

Appendix B: Acronyms and Initialisms Relating to Serials

Appendix C: Glossary

Appendix D: MARC Workforms

Appendix E: RDA CONSER Standard Record (CSR) Metadata Application Profile

Appendix F: Answers to Exercises and Quizzes

Appendix G: MARC Tagging and RDA Instructions (for use with exercises)

Appendix H: Evaluation Form

***BASIC SERIALS
CATALOGING WORKSHOP***

Serials Cooperative Cataloging Training Program
(SCCTP)
Presenters: Les Hawkins & Hien Nguyen
NASIG 29th Annual Conference
April 30-May 1, 2014
Fort Worth, Texas

1-1

Acknowledgment

Special thanks are due to the **UCLA RDA Continuing Resources Study Group** for its contributions in providing in-depth revision of this training material with fresh and useful exercises to illustrate key learning points.

1-2

**1: Background, Objectives,
Organization**

- 1. Context of the workshop
- 2. Goals of the workshop
- 3. Outline of modules content
- 4. Overview of workshop schedule

1-4

Context of the Workshop

- Standardized cataloging
- Descriptive cataloging tools
- RDA Implementation



- Serials and serial cataloging

1-5

Descriptive Cataloging Tools

- RDA (Resource Description & Access)
 - LC-PCC PS (Library of Congress-Program for Cooperative Cataloging Policy Statements)
 - MARC & ISBD
- PCC Task Group Reports:
<http://www.loc.gov/aba/pcc/rda/RDA%20Task%20Groups.html>
- CONSER Cataloging Manual & CONSER Editing Guide
- RDA CONSER Documentation:
<http://www.loc.gov/aba/pcc/conser/issues/CSR.html>

1-6

FRBR as Foundation of RDA

- Closely tied to FRBR/FRAD concepts
- International Cataloging Principles

1-7

FRBR as a Foundation of RDA

- Functional Requirements for Bibliographic Records (FRBR; 1998)
- Functional Requirements for Authority Data (FRAD; 2009)

Entities, attributes, relationships, user tasks

1-8

ICP “informs” RDA Principles

- Convenience of the user
- Representation
- Common usage
- Accuracy
- Sufficiency and necessity
- Significance
- Economy
- Consistency and standardization
- Integration
- Defensible, not arbitrary

1-9

Relationship of FRBR to RDA

- FRBR offers a structure to address user tasks
- FRBR attributes translate into RDA data elements
- RDA combines FRBR conceptual model with cataloging principles

FRBR is not a cataloging code -- but it shows the benefit of a code based on FRBR

1-10

Overview of RDA

- RDA: What it is
- RDA: Structure

1-11

RDA: What it is

- Content standard
- Not ...
 - A display standard
 - An encoding standard
- ‘Schema-neutral’
 - Can use
 - MARC 21
 - Dublin Core
 - etc.

1-12

RDA: What it is

- More international
- Focus on local user needs
 - Agencies can make decisions regarding
 - Language of additions to access points
 - Language of supplied data
 - Script and transliteration
 - Calendar
 - Numeric system

1-13

RDA: What it is

- Wider scope of resources
- Reflect what’s being acquired in libraries
 - non-printed text resources
 - non-text resources
 - unpublished resources
- Defers to specialist manuals of some collaborative communities

1-14

RDA: What it is

- Authority data
- Based on attributes and relationships in FRAD
- Authority elements, for now, are documented in authority records

1-15

RDA: What it is

- Controlled vocabularies
 - Only a few are closed lists
 - Content type
 - Media type
 - Carrier type
 - Mode of issuance
 - Most are open lists
 - Cataloger can supply term if not in list
- Vocabularies are available on the Web
 - <http://metadataregistry.org/rdabrowse.htm>

1-16

RDA: Structure

- Table of Contents
- General introduction
- Entities and their attributes
 - Group 1 (Chapters 1-7)
 - Group 2 (Chapters 8-16)
- Relationships: chapters 17-22, 24-32
- Appendices
- Glossary
- Index

1-17

RDA: Structure

- Principles applicable to all resources
 - Not separate chapters for formats (e.g., books, maps, printed music, etc.)
- Identify and relate user tasks
- Elements addressed separately
 - To assemble elements when needed (e.g., in authorized access points, see the instructions at the end of chapters 6, 9-11)

1-18

RDA: Structure

- Read purposefully, not linearly
 - Keyword searches
 - Follow links
 - Jump directly from Table of Contents
- Some duplication of content

1-19

RDA: Structure

- Core-ness
 - Based on attributes mandatory for a national level record (FRBR/FRAD)
 - Defined at the element level
 - Always
 - “Core if” – situation described
- “The element must be recorded if known”
- PCC has identified additional elements as core
 - Indicated in LC-PCC Policy Statements (**LC-PCC PS**)

Title Proper
CORE ELEMENT

Later Title Proper
CORE ELEMENT FOR LC/PCC

1-20

RDA: Structure

- Alternatives, Options, and Exceptions
- Clearly labeled in the Toolkit by green legends and vertical bars
- Alternatives to an instruction
- Options
 - Additional data
 - Omission of data
- “agency preparing ...” instructions

1-21

LC-PCC Policy Statements

- To facilitate standard interpretation and application
- Jointly crafted by LC and the Program for Cooperative Cataloging
 - “PCC is an international cooperative effort aimed at expanding access to library collections by providing useful, timely, and cost-effective cataloging that meets mutually-accepted standards of libraries around the world”
 - BIBCO, CONSER, NACO, SACO
<http://www.loc.gov/aba/pcc/>

1-22

MARC

- Machine-Readable Cataloging (MARC)
- “Markup language for catalogers”
- *Understanding MARC Bibliographic*
 - <http://www.loc.gov/marc/umb/>
 - Online resource for learning about MARC
 - Source for the brief overview that follows

1-23

ISBD

- *International Standard Bibliographic Description*
- 1974
- “Internationally accepted framework”
- Goal: result in records that are convertible into machine-readable form
- Assigned an order to the elements
- System of punctuation

1-24

FRBR vs. RDA vs. MARC

- FRBR is a conceptual model
- RDA is a cataloging standard based on the FRBR conceptual model
- MARC is an encoding scheme by which computers exchange, use, and interpret bibliographic information

1-25

RDA Implementation

Three potential implementation scenarios for RDA data

- Scenario 1: Relational / object-oriented database structure
- Scenario 2: Linked bibliographic and authority records
- Scenario 3: 'Flat file' database structure (no links)

<http://www.rda-jsc.org/docs/5editor2.pdf>

1-26

RDA Implementation

Current library environment

- Data will still be ambiguous
- Standards
 - RDA
 - LC-PCC PS
 - MARC
 - ISBD
 - CONSER core elements
 - OCLC or other utility
 - Local standards, practices, etc.

1-27

Goals for the Workshop

- Understand the concept of continuing resources
- Identify serials and distinguish them from monographs and integrating resources
- Apply RDA instructions for description of serials
- Understand RDA CONSER standard record (CSR)

1-29

Goals for the Workshop

- Become familiar with MARC tags used for serials
- Create original serials cataloging records
- Identify appropriate serial copy and needed edits
- Current conventions and practices
- Useful cataloging tools

1-30

Outline of the Workshop Sessions

1. Background, Objectives and Organization
2. Serials and Serial Cataloging
3. Cataloging Preliminaries & Generals
4. Describing Manifestations
5. Describing Carriers and Content
6. Describing Works and Expressions

1-31

Outline of the Workshop Sessions

7. Basics of RDA Relationships for Serials
8. Working with Copy: Finding Appropriate Records
9. Working with Copy (Maintaining Records)
10. When Do I Need a New Description?

1-32

Agenda

Wednesday

- Modules 1-5

Thursday

- Module 6-10

1-33

1: Summary & Questions

- 1. Background
- 2. Objectives
- 3. Organization
- 4. Agenda

1-34

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

2: Serial Cataloging

1. Mode of issuance
2. Differences in cataloging
3. Serial cataloging record
4. Identifying characteristics
5. Special types of resources
6. MARC tagging and serials

2-1

Bibliographic Resources Mode of Issuance

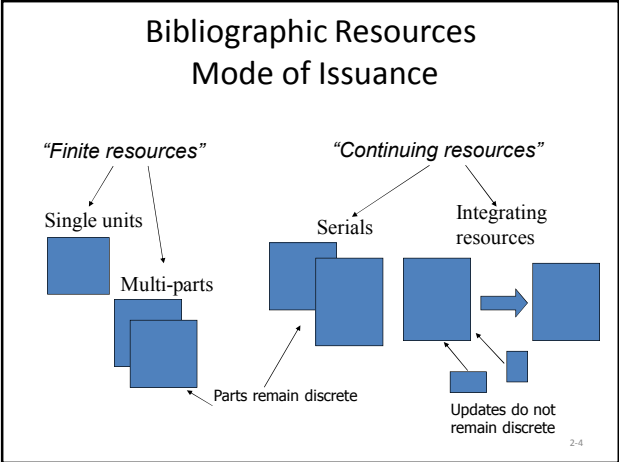
- Definition
 - “A categorization reflecting whether a resource is issued in one or more parts, the way it is updated, and its intended termination.”
 - Single unit
 - Multipart monograph
 - Serial
 - Integrating resources

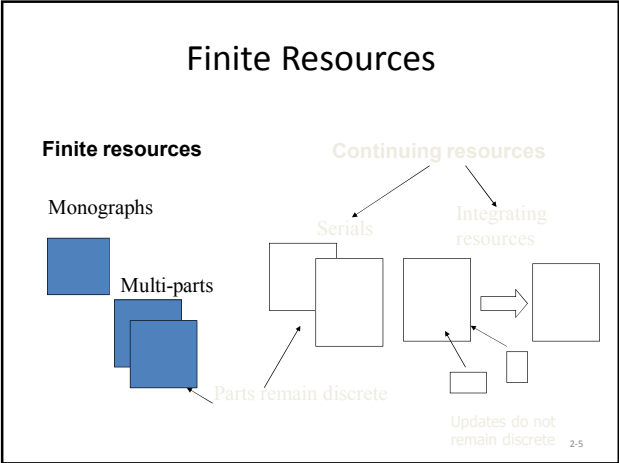
2-2

Bibliographic Resources: Mode of Issuance

- Background for understanding
 - Monograph
 - Serial
 - Integrating Resources
- Differences in Cataloging
 - Monograph
 - Serial
 - Integrating Resources

2-3





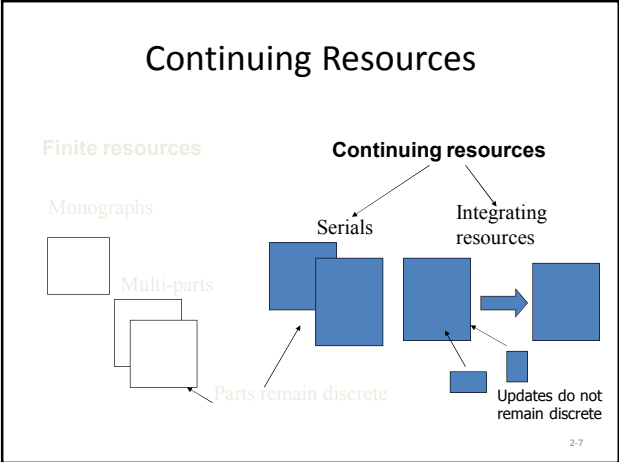
Monograph

- Definition

A resource that is **complete in one part** or intended to be completed within a **finite number of parts**.
- Multipart Monograph

A resource issued in two or more parts (either simultaneously or successively) that is complete or intended to be completed within a **finite number of parts**.

2-6



Continuing Resources

- Definition

A bibliographic resource that has **no predetermined conclusion.**
- Umbrella concept to group serials and IRs
- Provides a collective term
- Title for AACR2 Chapter 12
- The scope of ISSN

2-8

Serial

- Definition

A resource **issued in successive parts, usually** having numbering, that has **no predetermined conclusion.**
- Examples

journals, electronic journals, newsletters, annual reports, newspapers, monographic series

2-9

Integrating Resource

- Definition

a resource that is added to or changed by means of updates that **do not remain discrete** but are **integrated** into the whole.
- Can be finite updating or continuing indefinitely
- Examples

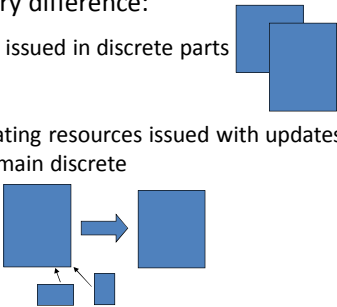
a loose-leaf manual that is updated by means of replacement pages, a website that is updated continuously

2-10

Serials vs. Integrating Resources

The primary difference:

- Serials issued in discrete parts
- Integrating resources issued with updates that do not remain discrete



2-11

Serials vs. Monographs


The primary differences:

- Serials have **no predetermined conclusion**
- Monographs intended to be **completed within a finite number of parts**
 - Single item: fixed, static
 - Multipart: issued in discrete parts

2-12

Resource May Be Serial or Monograph

Online monographic document



Factors Related to Well Yield of Fractured-Bedrock Aquifer of Hampshire

U.S. Geological Survey Professional Paper 1660

By Richard Bridge Moore, Gregory B. Schwarz, Stewart P. Clark, Jr., Gregory J. Walsh, and James E. Dugan.

The full report is available in PDF. [Link to the PDF and create sheet for this report.](#)

Online Journal of Distance Learning Administration

Current Issue

The Promise and the Pathway: Marketing Higher Education to Ad

by David S. Stein
Constance E. Wanstreet
Charles T. Saunders, Jr.
Michelle L. Lutz

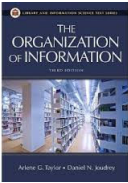
This study analyzed the content of

Online journal

2-13

Differences in Cataloging

- **Monographs**
 - “look at the physical book”



2-14

Sample Monograph Record

Type a ELvl Sice Audn Ctrl Lang eng
BLvl m Form Cont 0 Blog MRec Ctry cou
Desc i Ills Festt 0 DISI s Indx 1 Dates 2009,

Tag	1	2	Subfields
020	#	#	\$a 1563089769
020	#	#	\$a 1563089696 (paperback)
037	#	#	\$b http://www.lu.com
040	#	#	\$b eng \$a rda
100	1	#	\$a Taylor, Arlene G., \$d 1941- \$e author
245	1	4	\$a The organization of information / \$c Arlene G. Taylor and Daniel N. Joudrey.
250	#	#	\$a Third edition.
264	#	1	\$a Westport, Connecticut ; \$a London : \$b Libraries Unlimited, a member of the Greenwood Publishing Group, \$c 2009.
300	#	#	\$a xxvii, 512 pages ; \$c 26 cm
336	#	#	\$a text \$b txt \$2 rdaccontent
337	#	#	\$a unmediated \$b n \$2 rdamedia
338	#	#	\$a volume \$b nc \$2 rdacarrier
490	1	#	\$a Library and information science text series
504	#	#	\$a Includes bibliography and index.
830	#	0	\$a Library and information science text series.

2-15

Differences in Cataloging

- Serials
 - First or earliest available issue
 - Successive entry (a new record is created)

2-16

Sample serial record

Type a	ELvi	Srce	GPub	Ctit	Lang eng
BLW a	Form	Conf 0	Freq m	Misc	Ctry onc
Si/L 0	Orig	EntW	Regi n	Alph	
Desc i	SrTp p	Cont	Dist d	Dates	1974, 2013
789	1	2	Subfields		
002	#	#	\$a 01(17-6878)		
049			\$beng \$c nls		
051	0	#	\$a eng \$c fre		
222	#	#	\$a CA magazine \$b (Toronto)		
245	0	0	\$a CA magazine		
264	#	1	\$a Toronto, Ontario : \$a Montreal, Quebec : \$b Canadian Institute of Chartered Accountants, \$c 1974-		
300	#	#	\$a volumes : \$b illustrations (chiefly color), portraits : \$c 29 cm		
310	#	#	\$a 10 times a year (with combined issues in January/February and June/July), \$b 1990s- January/February 2012?		
321	#	#	\$a Monthly, \$b January 1974-1990s?		
330	#	#	\$a text : \$b ill : \$2 vlcarter		
337	#	#	\$a unmediated \$b n : \$2 vlcarter		
338	#	#	\$a volume \$b n : \$2 vlcarter		
362	1	#	\$a Began with: Volume 104, no. 1 (January 1974); ceased in 2013?		
580	#	#	\$a Merged with: Merged with: CPA magazine (2011); to form: CPA magazine (Chartered Professional Accountants of Canada);		
546	#	#	\$a In English; includes some text in French.		
588	#	#	\$a Description based on: Volume 104, no. 1 (January 1974); title from cover.		
588	#	#	\$a Latest issue consulted: Volume 145, no. 1 (January/February 2012).		
710	2	#	\$a Canadian Institute of Chartered Accountants.		
775	0	#	\$t Online version: \$t CA magazine		
776	0	#	\$t Microfilm version: \$t CA magazine		
780	0	0	\$t CA Canadian chartered accountant		
785	1	7	\$t CPA magazine (2011)		
785	1	7	\$t CPA magazine (Chartered Professional Accountants of Canada)		

2-17

Differences in Cataloging

- Integrating Resources
 - Latest iteration
 - Integrating entry (same record is updated)

2-18

Sample IR Record

Type a	ELvl	Srce	GPub	Ctrl	Lang eng
BLvl i	Form o	Conf 0	Freq u	MRec	Ctry enk
StL 2	Org o	EntW	Regl u	Alph	
Desc I	SrTp w	Cont	Dist u	Dates 2002	uuuu

Tag	1	2	Subfields
005	#	#	nn d f
100	#	#	\$a c \$b f \$d c \$a n
040	#	#	\$eng \$e rda
245	0	0	\$a Tolkien Society home page.
246	3	#	\$a Welcome to the Tolkien Society home page
264	#	1	\$a England : \$b Tolkien Society, \$c [2002?]
300	#	#	\$a 1 online resource : \$b color illustrations.
336	#	#	\$a text \$b txt \$2 rdacontent
337	#	#	\$a computer \$b c \$2 rdamedia
338	#	#	\$a online resource \$b cr \$2 rdacarrier
520	#	#	\$a This site has information about J.R.R. Tolkien, the books he wrote, his life, books others have written about him, the Society and its events.
546	#	#	\$a In English.
588	#	#	\$a Description based on online resource (last update March 8, 2008); title from homepage (viewed on June 11, 2008).
710	2	#	\$a Tolkien Society (England), \$e issuing body.
856	4	0	\$u http://www.tolkiensociety.org/

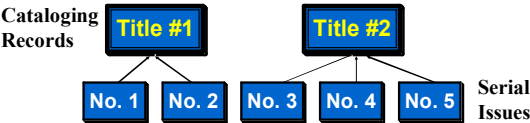
2-19

Serial Cataloging Records

- Reflect the whole publication
- Are dynamic because they incorporate changes over time
- Are cooperative creations (e.g., one library may create the record, another may update it)
- Are important to the overall control of the serial and often are essential to other records (holdings, check-in)

2-20

A Many to Many Relationship



2-21

Successive Entry Cataloging

- Any major change results in the creation of a new (successive) record
- Records are linked using 780/785 fields

2-22

Successive entry record

Type a	ELvl	Srce	GPub	Ctit	Lang eng
BLW a	Form	Conf o	Freq m	Misc	Chy onc
SL 0	Orig	EntW	Regi n	Alph	
Desc i	SrTp p	Cont	Dist d	Dates	1974, 2013
780	1	2			
002	#	#			\$a 03(17-6878)
040					\$beng \$a nls
041	0	#			\$a eng \$a nls
222	#	#			\$a CA magazine \$b (Toronto)
245	0	0			\$a CA magazine
264	#	1			\$a Toronto, Ontario : \$a Montreal, Quebec : \$b Canadian Institute of Chartered Accountants, \$c 1974-
300	#	#			\$a volumes : \$b illustrations chiefly color, portraits : \$c 29 cm
310	#	#			\$a 10 times a year (with combined issues in January/February and June/July), \$b 1990s- January/February 2012?
324	#	#			\$a Monthly, \$b January 1974-1990s?
330	#	#			\$a text \$b ill \$2 vlcarter
337	#	#			\$a unmediated \$b n \$2 vlcarter
338	#	#			\$a volume \$b n \$2 vlcarter
362	1	#			\$a Began with: Volume 104, no. 1 (January 1974); ceased in 2013?
580	#	#			\$a Merged with: Merged with: CPA magazine (2011); to form: CPA magazine (Chartered Professional Accountants of Canada);
546	#	#			\$a In English; includes some text in French.
588	#	#			\$a Description based on: Volume 104, no. 1 (January 1974); title from cover.
588	#	#			\$a Latest issue consulted: Volume 145, no. 1 (January/February 2012).
710	2	#			\$a Canadian Institute of Chartered Accountants.
775	0	#			\$f Online version: \$f CA magazine
776	0	#			\$f Microfilm version: \$f CA magazine
780	0	#			\$f CA Canadian Chartered Accountant
785	1	7			\$f CPA magazine (2011)
785	1	7			\$f CPA magazine (Chartered Professional Accountants of Canada)

2-23

What is a Serial?

- What is the definition of a serial?
- What are the common characteristics of serials?
- What types of publications are or are not typically cataloged as serials?
- What MARC tags are most commonly used for serials?

2-24

Dictionary Definition of Serial

- A publication issued as one of a consecutively numbered and indefinitely continued series.

2-25

Definition of a Serial

A resource

- issued in a successive parts
- usually has numbering
- that has no predetermined conclusion

2-26

Important Elements of the Definition

- Succession of discrete parts (necessary)
- Numbering (usually)
- No predetermined conclusion (necessary)

2-27

Also Treat as Serials:

Publications of limited duration (RDA 1.1.3)

- Have similar characteristics and functions of serials but have a predetermined conclusion
- Examples: Newsletters from conferences, quarterly reports of projects, etc.

2-28

Identifying Characteristics

- ISSN:
1096-6919
0895-495X
- Frequency in title:
AB Bookman’s weekly
Annual report of the Academy of Sciences of Estonia
Yachting monthly

2-29

Identifying Characteristics

- Enumeration/chronology:
Volume 28
Vol. 32, No. 10 September 1997
Spring 1997
1998-1
- Year(s) of coverage:
1997 (item published in 1998)
... for the fiscal year 1995
... covering the period July 1978 through June 1979

2-30

Identifying Characteristics

- Intent to continue publishing:
Preface:
The inaugural issue of Advances in the Theory of Computation and Computational Mathematics ... Future volumes of ATCCM ...
- Certain titles:
Advances in accounting
Developments in aging
Progress in theoretical organic chemistry
Trends in African linguistics

2-31

Non-serials: Print Monographs (LC-PCC PS 0.0)

- Books issued in parts (fascicles)
- Censuses
- Encyclopedias
- Hearings
- Publications of five-year plans

2-32

Non-serials: Integrating Resources

- Updating Web sites
- Updating online databases
- Updating loose-leafs

2-33

Special Types of Resources

- Frequently issued editions:
- Catalog as a serial only when published every year or two; otherwise treat as monograph

2-34

Special Types of Resources

- Conference publications
- Catalog as serial if it fits the definition of a serial
 - The 48th Annual Meeting of the National Athletic Trainer's Association
 - Conference Proceedings, Animal Transportation Association 17th International Conference, September 29-October 2, 1991
 - Do not catalog as a serial if there are distinctive titles or if conference publication is published in a numbered series

2-35

Conference Publications

- Split treatment:
- 500 ## \$a Issues for 1993-1995 conferences cataloged separately. \$5 [MARC21 inst. code]
- 500 ## \$a Beginning with the 5th conference, issues are cataloged separately. \$5 [MARC21 inst. code]
- or
- 500 ## \$a Issues for 1993-1995 conferences cataloged separately.
- 500 ## \$a Beginning with the 5th conference, issues are cataloged separately.

2-36

Resources Issued in Loose-leaf Format

Catalog as serial if:

- Resource is a serial whose successive issues are stored in a binder
- Base volume is regularly issued (e.g., annual with updates during the year)

Catalog as an integrating resource if:

- Updates are interfiled and base volume is irregularly revised

2-37

Supplements

Supplements may be separately cataloged as serials when they have their own title and/or numbering

- Opportunity magazine
Vol. 1, no. 1 (Jan. 1923)-
The Annual buyers' guide of Success Secrets
1997-
- Public health reports
Vol. 11, no. 1 (Jan. 3, 1896)-v. 85, no. 12 (Dec. 1970)
Supplement ... to the Public health reports
No. 1-no. 213

2-38

Reprints of Serials

Catalog as serials unless the reprint includes only a single issue or a collection of unrelated serials

Serial: *Black Mountain review*. Reprint, with an introduction added, of a publication issued (quarterly 1954, annually 1955-1957) in Black Mountain, N.C. by the Black Mountain College and edited by Robert Creely.

Monograph: *Prague spring*. A collection of articles from newspapers published in Czechoslovakia during the years 1966-1968.

2-39

Monographic Series

Series may be cataloged as a serial or each issue of the series may be cataloged separately

Abraham Lincoln
The First American
By Gordon B. Baldwin
Historical Bulletin No. 42
Lincoln Fellowship of Wisconsin

2-40

Change of Issuance over Time

- What begins as a multipart monograph may become ...
- What begins as an integrating resource may become ...
- What begins as a serial may become ...

2-41

MARC Tagging and Serials

2-42

Serial MARC Record

- The serial fixed field includes:

Type	a	ELvl		Srce	d	GPub		Ctrl		Lang	eng
BLvl	s	Form		Conf	■	Freq	■	MRec		Ctry	enk
S/L	0	Orig	■	EntW		Regl	■	Alph			
Desc	i	SrTp	p	Cont		DtSt	c	Dates	1920,9999		

2-43

Serial MARC Record

- 0XX Variable Fields:

010 ## \$a 98659124 \$z sc83001761
022 ## \$a 0043-9983
037 ## \$b IPC Magazines Ltd., King’s Beach
Tower, Stamford Street, London SE1 9LS
042 ## \$a pcc \$a nsdp
050 00 \$a GV771 \$b .Y3

2-44

Serial MARC Record

- Title Fields:

210 0# \$a Yacht. mon.
222 #4 \$a The Yachting monthly
245 04 \$a The yachting monthly.
246 1# \$a Yachting

- Publication Information:

264 #1 \$a [London : \$b Yachting Monthly], \$c
1920-
300 ## \$a volumes : \$b illustrations ; \$c 28 cm

2-45

Serial MARC Record

- Frequency:
310 ## \$a Monthly
- Designation:
362 1# \$a Began with v. 29, no. 166 (Feb. 1920).
- Notes:
515 ## \$a Some issues lack volume numbering.
588 ## \$a Description based on: Vol. 29, no. 166 (Feb. 1920); title from cover.
588 ## \$a Latest issue consulted: Vol. 160, no. 2 (May 1998).

2-46

Serial MARC Record

- Subject Headings:
650 #0 \$a Yachting \$v Periodicals.
- Links:
780 00 \$t Yachting monthly and magazine of the R.N.V.R. \$w (OCoLC)13484999 \$w (DLC)sn 86032453
776 08 \$i Online version: \$t Yachting monthly online \$x ... \$w ...

2-47

Summary

- Different mode of issuance is cataloged differently
- Serial cataloging records are dynamic
- Three criteria for serials: successive parts, numbering, no predetermined conclusion
- Certain resource require special considerations relating to access, control, etc.
- When unsure, review LC-PCC 0.0, search for records on databases, consider the needs of your library
- MARC tags for serials include special note fields and linking fields

2-48

Exercises

For each of the resources in the next several slides, answer the following questions:

- 1. Is this a monograph, a serial, or an integrating resource?
- 2. Why or why not?

2-49

Exercise 1

Cover:

Volume 1, Number 1 | 2013 |

Journal of New Zealand & Pacific Studies

ISSN: 2050-4039

Page 1:

The Journal of New Zealand & Pacific Studies is published twice a year.

2-50

Exercise 2

First page:

World Stock Exchange Fact Book

Cover:

World Stock Exchange Fact Book 2012

Verso page 1:

The *World Stock Exchange Fact Book* is published annually in one volume.
ISBN 978-1-891518-38-6
ISSN 1087-500X

2-51

Exercise 3

First page:ISSN 1058-1626

SERVICE INDUSTRIES USA

Third Edition

2-52

Exercise 4

Issue 1 title page:	Issue 2 title page:	Issue 3 title page:
Academic Freedom 1990	Academic Freedom 2	Academic Freedom 3
A Human Rights Report	A Human Rights Report	Education and Human Rights

2-53

Exercise 5

Cover:	Issue 1	Issue 2
	Tokyo Stock Exchange 2012 FACT BOOK	Tokyo Stock Exchange 2013 FACT BOOK
Spine:	TSE 12 Fact Book	TSE 13 Fact Book

2-54

Exercise 6

Page [vii]:

The Frank C. Brown Collection of
North Carolina
Folklore
Volume One
Games and Rhymes • Beliefs
And Customs • Riddles •
Proverbs • Speech •
Tales and Legends
Durham, North Carolina
Duke University Press
1952

Vol. t.p.:

The Frank C. Brown Collection of
North Carolina
Folklore
IN FIVE VOLUMES
Durham, North Carolina
Duke University Press

2-55

Exercise 7

UNITED NATIONS LITERACY DECADE
2003-2012

Annual Report
For
2010

2-56

Exercise 8

First page:

PROCEEDINGS OF
THE TWENTY-THIRD ANNUAL
ACM-SIAM SYMPOSIUM
ON DISCRETE ALGORITHMS

Association for Computing Machinery
Society for Industrial and Applied Mathematics

New York
Philadelphia

Verso:

Proceedings of the Twenty-Third Annual ACM-SIAM Symposium
on Discrete Algorithms, Kyoto, Japan, January 17-19, 2012

ISBN 1-61197-210-8

2-57

Exercise 9

Cover:

**BUILDING
THE
PUBLIC
CITY**

The Politics, Governance,
And Finance of
Public Infrastructure
Edited by
David C. Perry

Urban Affairs Annual Review
43

2-58

3: Cataloging Preliminaries

- Process of cataloging a serial
 - Basis for identification of the resource
 - Source of information
 - Identifying manifestation
 - Transcribing vs. recording data
- Core elements for describing a resource
 - RDA core
 - CONSER RDA core
- CONSER standard record (CSR)

3-1

Basis for Identification of the Resource

General Principles (2.1.2.1) -- Choose a source of information appropriate to the mode of issuance:

- single unit see RDA 2.1.2.2
- more than one part see RDA 2.1.2.3
- integrating resource see 2.1.2.4

3-2

Basis for Identification: Which Issue?

RDA 2.1.2.3 Resource Issued in More Than One Part

- If the resource has sequentially numbered issues, choose the lowest numbered issue
- If the resource has unnumbered issues, choose the earliest date of issue.

3-3

For example ...

Have first issue:

362 1# \$a Began with: Vol. 1, no. 1 (Jan. 2001).
588 ## \$a Description based on: Vol. 1, no. 1 (Jan. 2001); title from cover.

362 1# \$a Began with 2007.
588 ## \$a Description based on: 2007; title from title page.

3-4

For example ...

Earliest available issue (first issue known) :

362 1# \$a Began with v. 1, no. 1 (May 2000).
588 ## \$a Description based on: Vol. 14, no. 3 (Dec. 2013); title from cover.

362 1# \$a Began in Dec. 1998.
588 ## \$a Description based on: 2000; title from title page.

3-5

Preferred Source of Information --
Source within the Issue

- RDA 2.2.2.2
- Priority order:
 - Title page, title sheet, or title card
 - Cover or jacket
 - Caption
 - Masthead
 - Colophon
 - If none of these source has a title, use another source within the resource that has a title

3-6

Preferred Source of Information --
Sources External to the Issue

- RDA 2.2.4
- Priority order
 - Accompanying materials
 - Other published descriptions of the resource
 - Container not issued as part of the resource
 - Any other source (e.g., a reference source that indicates how the resource is commonly known)

3-7

RDA Core Elements –
What Data to Collect

- RDA 0.6.1
 - “As a minimum, a resource description for a work, expression, manifestation, or item should include all the core elements that are applicable and readily ascertainable.”
 - Inclusion of other specific elements is discretionary

3-8

CONSER Core Elements --
What Data to Collect

- Follows RDA 0.6.1 in its approach to the concept of core
- A combination of RDA “Core,” RDA “Core if,” “PCC Core,” and “PCC Recommended”
- Should be read in conjunction with the LC-PCC-PSs that are integrated into the RDA Toolkit

3-9

CONSER Standard Record

- A baseline set of elements that emphasize access points over descriptive data
- Includes essential data elements necessary to meet user needs
- A solid "floor" description of a resource that can be built upon in a shared environment
- Does not preclude the use of any data in a bibliographic description representing more extensive cataloging treatment

3-10

How Data is entered in a Cataloging Record

- Some manifestation elements are transcribed
- Other manifestation elements can be recorded with some adjustment
- There are many exceptions to transcription instructions for serials (variable data)

3-11

Transcription of Data

- "Take What You See"
- ICP Principle of Representation
- Generally, record what is on the resource
 - Accurate representation
 - Encourage re-use of found data

3-12

Recording Data

- Some information may be manipulated when recorded by the cataloger (either when taken from the resource or from another source)
- For recorded elements, the found information is often adjusted (for example, use an appropriate term from RDA 2.14.1.3 to record the frequency)

3-13

What am I Cataloging?

- Work
 - Expression
 - Manifestation
 - Item
- Primary focus on: CONSER RDA core elements

3-14

Transcribed Manifestation Elements

- Title proper and parallel title proper
- Other title information
- Statement of responsibility
- Edition information
- Numbering information
- Place of publisher, distributor, manufacturer
- Name of publisher, distributor, manufacturer
- Series information other than ISSN

3-15

Recorded Manifestation Elements

- Date of publication, distribution, manufacture
- Copyright date
- Mode of issuance
- Frequency
- Identifier of the manifestation (e.g., ISSN usually)
- Key title
- Notes about element (e.g., source of title)
- Issue or part used as basis of description (DBO and LIC)
- Notes about changes over time

3-16

Preferred Title

- The title or form of title chosen to identify the work
- Choose the preferred title by applying the instructions at 6.2.2.4–6.2.2.7
- The basis for the authorized access point representing that work

3-17

For example ...

- 245 00 \$a Look Japan.
- 245 00 \$a Adobe magazine.
- 245 10 \$a Network.
- 245 10 \$a Annual report / \$c ICSID.
- 245 14 \$a The country music newsletter.

3-18

Authorized Access Point for a Work

- Standardized access point representing a work
- RDA 5.5
 - 2 parts:
 - Creator of the work
 - Preferred title for the work

3-19

For example ...

- A work does not necessarily have a “creator:”
 - 245 00 \$a Look Japan.
 - 245 00 \$a Adobe magazine.

 - 130 0# \$a Network (Bristol, England)
 - 245 10 \$a Network.

 - 130 0# \$a Network (Friends of the Earth)
 - 245 10 \$a Network.

3-20

For example ...

- Works with a “creator:”
- corporate body:
 - 110 2# \$a International Centre for Settlement of Investment Disputes, \$e creator.
 - 245 10 \$a Annual report / \$c ICSID.
 - personal author (rare):
 - 100 1# \$a Gresham, Don, \$e author.
 - 245 14 \$a The country music newsletter.

3-21

Summary

- Base the description on the first or earliest available issue in hand
- The preferred source is the title page or its substitute (cover, caption, etc.)
- Some manifestation elements are transcribed
- Other manifestation elements can be recorded with some adjustment
- There are many exceptions to transcription instructions for serials (variable data)
- CONSER RDA core elements

3-22

Module 3: Quiz

1. The basis for identification for a serial is the earliest-published issue, regardless of numbering.

☐ True

☐ False

2. The CONSER RDA core element set is

a) In line with RDA Core elements with some exceptions, and

b) Equal to the PCC Core elements for continuing resources

☐ True

☐ False

3. The RDA CONSER Standard Record (CSR) Metadata Application Profile (Check all that apply)

☐ a) Is a "floor" description of a resource that can be built upon in a shared environment

☐ b) Allows the use of any data in a bibliographic description representing more extensive cataloging treatment

☐ c) Requires Authority records in the Library of Congress/NACO and Subject Authority Files for all controlled access points

4. Which of the following statement(s) is/are true?

a) Transcribed data follows RDA 1.7.1 and the ICP principle of representation

b) PCC practice encourages the use of RDA Appendix A for capitalization

c) For serials, RDA includes exceptions to exact transcription for variable data in the title

d) All of the above

5. For each category, mark whether the data is primarily: transcribed or recorded

Category	Transcribed	Recorded
Title proper and parallel title		
Mode of issuance		
Identifier of the manifestation (e.g., ISSN)		
Numbering data		
Place and name of publisher, distributor, or manufacturer		
Frequency		
Notes about elements or about change over time		

4: Identifying Manifestations

1. Title statement: Title proper, parallel title, other title information, variant title
2. Statement of responsibility
3. Edition statement
4. Numbering

4-1

4: Identifying Manifestations

5. Publication statement
6. Series statement
7. Frequency
8. Identifiers: ISSN
9. Notes
10. Uniform resource locator

4-2

Title proper (2.3, 2.3.2)

- Transcribe in field 245 \$a \$n \$p
- Follow RDA 1.7.1 and LC-PCC PS
 - Capitalization: “encouraged” to follow Appendix A. Or, may “take what you see”
- Include initial articles

4-3

Title proper (2.3.1.4)

- Omit date, name, number that varies:

245 00 \$a Supply estimates for the year ending ...

Source of information reads: Supply estimates for the year ending 1997

4-4

Title proper (2.3.1.4)

- Omit date, name, number that varies:

245 10 \$a ... end of session report.

Source of information reads: 2005/06 end of session report

245 18 \$a The ... annual report to the Governor

Source of information reads: The 2001 annual report to the Governor

4-5

Title proper (2.3.1.4)

- Correct obvious typographical errors

245 00 \$a Housing starts

Source of information reads: Housing sarts

- Title includes earlier title, etc.

245 00 \$a International gas report

Source of information reads: International gas report, including World gas report

4-6

Title proper (2.3.1.5)

Titles that consist solely of corporate bodies, etc.

- Transcribe the name as title

245 10 \$a Conference on Tax Planning for 501(c)(3) Organizations.

- Supply a note rather than providing bracketed other title information in 245

500 ## \$a Proceedings of the conference.

Not 245 10 \$a Conference on Tax Planning for 501(c)(3) Organizations : \$b [proceedings]

4-7

Title proper (2.3.1.6)

- Omit introductory words:

"Disney presents ..."

- May transcribe the form with introductory wording in 246 as a variant title

245 00 \$a Joy of kosher with Jamie Geller.

246 1# \$i Title appears as: \$a Hamodia Presents Joy of kosher with Jamie Geller

4-8

Title proper (2.3.2.5)

Acronym/initialism vs. full form

- Select full form if both appear on the preferred source:

245 00 \$a Linguistics and language behavior abstracts

246 1# \$a LLBA

4-9

Title proper (2.3.2.10)

Devised title (e.g., minutes of meetings)

- No brackets
245 00 \$a Combined annual report of activities
- Explain in a note that the title was devised
500 ## \$a Title devised by cataloger.

4-10

Parallel titles (2.3.3)

- Parallel title proper: The title proper in another language and/or script.
- Parallel titles can come from any source within resource.

245 #0 \$a Shi chao.
246 11 \$a Poetry waves

4-11

Parallel titles (2.3.3)

Recording parallel titles from later issues:

245 00 \$a Artmap.
246 1# \$i Issues for 2012- have Arabic title: \$a
خريطة الفن
246 1# \$i Issues for 2012- have Arabic title: \$a
Khariṭat al-fann

4-12

Other title information (2.3.4)

- Transcribe if it helps the user!
 - Clarify the title proper
 - Support the title proper
 - Must come from the same source as title proper (if included)
- 245 00 \$a Moral cents : \$b the journal of ethics and finance.

4-13

Variant titles (2.3.6)

- 245 00 \$a Toxic release inventory.
- 246 1# \$i Also known as: \$a TRI CD-ROM
- 246 1# \$i Issues for 1987/1993- have title: \$a
Toxics release inventory
- 245 00 \$a Energy & climate report.
- 246 1# \$a Energy and climate report

4-14

Variant Titles (2.3.6)

- Titles that appear elsewhere on issue:
 - 245 04 \$a The miner & workman's advocate.
 - 246 1# \$a Advocate [cover title]
- Other forms of the title:
 - 245 04 \$a The miner & workman's advocate.
 - 246 1# \$a Miner and workman's advocate
- Parallel titles:
 - 245 _0 \$a Japan report.
 - 246 11 \$a Nihon

4-15

Variant titles

- Notes about variant titles, \$i:

245 00 \$a Freeport daily journal.

246 1# \$i Alternate issues published with title:
\$a Chicago daily telegraph

245 00 \$a Los Angeles design world.

246 1# \$i Issues for Nov. 2006- have title:
\$a LA design world

4-16

Statement of responsibility (2.4)

- Provide if important for identification of the serial
- Provide if it helps document usage of the corporate body, person or family
- Provide as part of authorized access point
- Can record responsibility in 500 or 550 to set up pattern of usage

4-17

Responsible bodies: 550

550 ## \$a Issued by: United Nations Centre for Human Settlements (Habitat), 1987-2001; United Nations Human Settlements Programme, 2003-

710 2# \$a United Nations Centre for Human Settlements, ðe issuing body.

710 2# \$a United Nations Human Settlements Programme, ðe issuing body.

4-18

Other ways to show responsibility

Relationship designators:

- 710 2# \$a Paperloop, \$e author, \$e issuing body.
- 110 2# \$a Society of Linguists, \$e author.
- 710 2# \$a Linguists International, \$e author.

4-19

Other ways to show responsibility

710 2# \$3 <2013-> \$a ACM Special Interest
Group on Programming
Languages, \$e sponsoring body.

4-20

Edition statement (2.5)

Transcribe as it appears:

If not abbreviated on resource:

- 250 ## \$a Western Washington.
- 250 ## \$a Industrial edition.
- 250 ## \$a Red edition.

If abbreviated on resource:

- 250 ## \$a Professional ed.
- 250 ## \$a Cons.

4-21

Numbering (1.7, 1.8, 2.6)

- RDA 1.7: Transcription
- RDA 1.8: Record numbers expressed as numerals and words (numeric and chronological)
- RDA 2.6: Basic instructions on recording numbering
 - Sources
 - Specific situations
- Recorded in 362 1 note field

4-22

Numbering: sources (2.6.1.2)

- Prefer source on the first/last issue that bears the title proper
- Another source within the first/last issue
- Other sources specified under 2.2.4.
 - Accompanying material
 - Container
 - Published description
 - Other available source

4-23

Numbering: sources

- RDA does not address:
 - Preferring a source with the most complete numbering:
- CCM 8.3, Prefer a source:
 - With the most complete presentation
 - With numbering that appears prominently or is stated formally

4-24

Numbering: sources

- RDA does not address:
 - Piecing together numbering from different sources
- CCM 8.3:
 - Numeric and chronological designations may be taken from different sources
 - Numeric designation may be pieced together **only** when clear that is the intention

4-25

Numbering: sources

- Provide designation of first and/or last issue
- Transcribe elements as found
 - Capitalization: follow Appendix A or “take what you see”

362	1	Began with Volume 173, number 1 (January 14, 2013).
588		Description based on: Volume 173, number 1 (January 14, 2013); title from cover.
588		Latest issue consulted: Volume 173, number 1 (January 14, 2013).

4-26

Numbering

- Substitute numerals for numbers expressed as words
- Inclusive dates and other inclusive numbers:
 - Source: 1967–72
 - Record: 1967–1972
- Ordinal numbers from English source:
 - 1st, 2nd, 3rd, 4th... (RDA 1.8.5)

4-27

Numbering

- Substitute hyphen with slash for clarity
 - Source: 2008-2009
 - Record: 2008/2009
- Number that is a division of a year
 - Source: 1-97
 - Record 97-1

4-28

Publication statement (2.8)

- Transcribe as it appears
 - Capitalization: encouraged to follow Appendix A or “take what you see”
- Use 264 field in new records and for showing changes
- Only the first place and first publisher are required
- Date required if first or last issue in hand

4-29

264 field

- PCC guidelines for the 264 field
<http://www.loc.gov/aba/pcc/documents/264-Guidelines.doc>
- First indicator = Sequence of statements:
 - blank #:** Not applicable/No information provided/Earliest
 - 2:** Intervening
 - 3:** Current/latest
- Second indicator = Function of entity:
 - 0:** Production; **1:** Publication; **2:** Distribution;
 - 3:** Manufacture Statements; and
 - 4:** Copyright notice date

4-30

Place of publication (2.8.2)

- Transcribe as it appears on resource
- Transcribe larger jurisdictions if they appear on source as part of place name
- Prefer to supply a place from any source rather than supplying:
[Place of publication not identified]

264 #1 \$a [Fairfax, Virginia] : \$b Roy Rosenzweig
Center for History and New Media

4-31

Publisher name (2.8.4)

- Transcribe as it appears on resource
- Don't omit hierarchies from publisher name
- Prefer to supply a probable name rather than supplying: [Publisher not identified]

110 1# \$a Monrovia (Calif.), \$e author, \$e issuing body.
245 10 \$a Statement of financial transactions for the
year ...
264 #1 \$a Monrovia, California : \$b [City of Monrovia]

4-32

Date of publication (2.8.6.5)

- Record only if first or last issue is in hand
- Supply an approximate publication date if no publication date is given on first or last issue
- Omit a date of publication if the date cannot be approximated

264 #1 \$a [Fairfax, Virginia] : \$b Roy Rosenzweig
Center for History and New Media, \$c [2011?]-

4-33

Copyright notice date (2.11)

- RDA 2.11 and LC-PCC PS
- 264 second indicator 4
- Not required for serials (LC-PCC PS 2.11)
 - Which © date would you supply for a serial? No instructions for serials, so not required to provide for serials

4-34

Series (2.12)

- Recording series statements is core for LC and PCC
- Authorized access points for series are optional for PCC (LC doesn't create them)
- See NACO Series Bridge Training material:
http://www.loc.gov/catworkshop/courses/rda_naco_series/course%20table.html

4-35

Recording series statements

- Specific sources for each element
- Transcribe the elements as they appear on the source of information
- If the resource belongs to more than one series/subseries, record each series statement separately (2.12.1.5)
- Record changes in series statements as instructed in 2.12.1.6

4-36

Title proper of series/subseries

- CORE ELEMENT
- Priority order for sources
 - Series title page
 - Another source within the resource
 - Other sources as indicated in 2.2.4
- Record the series title proper as other titles (2.3.1)
 - “take what you see”
 - capitalization
 - include numbering as part of the series title proper if it is an integral part of the title

4-37

ISSN of series/subseries

- CORE ELEMENT for LC/PCC
- Priority order for sources
 - Series title page
 - Another source within the resource
 - Other sources as indicated in 2.2.4
- MARC 490 \$x
 - Repeatable

4-38

Numbering within series/subseries

- CORE ELEMENT
- Record the numbering of the resource within the series as it appears on the source of information
- MARC 490 \$v
- Guidelines are generally the same as those for numbering of serials
 - Special situations discussed in 2.12.9

Examples: 490 \$a ... \$v **volume** 32
 490 \$a ... \$v Band **LXXXVIII**

4-39

Frequency (2.1.4)

- Not RDA core
 - RDA 2.14 and 2.20.12.4
- Current frequency required for CONSER
- Former frequency: not required, when creating an original record

4-40

ISSN (2.15)

- Core for RDA
- Recorded element
- Record as found
- Take from any source
- No change in practice for recording

022 ## \$a 2165-476X \$y 1096-1844

4-41

Notes (2.20)

Provide further information not found in the description

Avoid too much detail

Give in numeric tag order (except 533)

Use dates when note doesn't apply to all issues

500 ## \$a "International poetry quarterly." [Title: Bitterroot]

550 ## \$a Vols. for <1995-> issued by ...

4-42

Source of description (2.20.2.3)

Always provide:

- 588 description based on note
- Source of title with 588 combined with description based on note
- 588 Latest issue consulted note

4-43

Source of description (2.20.2.3)

588 ## \$a Description based on: Volume 1, Number 4 (April 2008); title from masthead.

588 ## \$a Latest issue consulted: Volume 2, Number 3 (March 2009).

588 ## \$a Description based on: June 2012; title from PDF title page (publisher's Web site, viewed September 12, 2012).

588 ## \$a Description based on: Volume 10, Number 11, published 2013.

4-44

Other 500 notes

500 ## \$a Some issues also have a distinctive theme title.

500 ## \$a Editor: Norman Simms, <Oct. 1994->

4-45

Numbering peculiarities (515)

362 1# \$a Began with: no. 1.

515 ## \$a No. 32-36 omitted.

362 1# \$a Began with: 1950.

515 ## \$a Vols. for 1960- also called 11th-
annual report.

362 1# \$a Began with: v. 1, no. 1 (spring 1995).

515 ## \$a Some vols. lack numbering.

362 1# \$a Began with: 95/1.

515 ## \$a Numbering begins again each year
with 1.

4-46

Supplements (525)

525 ## \$a Has supplements.

245 00 \$a Outlook and situation report. \$p Oil
crops.

525 ## \$a Supplemented by an annual yearbook
with title: Outlook and situation yearbook. Oil
crops.

740 02 \$a Outlook and situation yearbook.
\$p Oil crops.

4-47

Issuing body note (550)

- Not required for CSR if authority record exists

245 00 \$a Ecotoxicology and environmental safety.

260 ## \$a San Diego : \$b Academic Press

550 ## \$a Published under the auspices of the
International Academy of Science. [optional]

710 2# \$a International Academy of Science, \$e
sponsoring body.

4-48

Issuing body note (550)

- 550 required if issuing body changes
 - 245 00 \$a Cornish studies.
 - 260 ## \$a Exeter, Devon : \$b University of Exeter Press
 - 550 ## \$a Vols. for 2006- issued by: Institute of Cornish Studies. [optional]
 - 710 2# \$3 2006- \$a Institute of Cornish Studies, \$e issuing body.

4-49

Uniform Resource Locator (4.6)

- CORE ELEMENT for LC
- Scope = “the address of a remote access resource”
- LC-PCC PS 4.2.1.3 – “If there is more than one Uniform Resource Locator for the resource, record all”
- MARC 856 field

4-50

Other characteristics

- Sound resources (3.16)
- Moving image resources (3.17, 3.18)
- Electronic resources (digital files) (3.19)
- Cartographic resources (3.11, 3.19, 7.4, 7.25, 7.26)
- Music resources (7.13, 7.20, 7.21)

4-51

Summary (1)

- Title proper consists of 245 \$a \$n \$p
 - Omit dates, names, numbers that vary
- Statement of responsibility (245 \$c) is not CORE (for CONSER)
- Numbering: use an informal note (362 1#)
- Publication statement: transcribe (264 #1)
 - Enter date (264 \$c) only if earliest/last piece is in hand

4-52

Summary (2)

- Current frequency is required for CONSER (310)
- Basis for identification (588): Always include
 - Description based on: ...; source of title.
 - Latest issue consulted:

4-53

Module 4 Quizzes

Quiz 1: For each of the scenarios, which titles should be represented and how?

Scenario 1:

The American Journal of
BIOETHICS

January 2010 Volume 10 No. 1

*LOOKING FOR LIES: Memory
detection & the criminal
justice system*

245 __ \$a _____

246 __ \$a _____

246 __ \$a _____

Scenario 2:

cuadernos

de MÚSICA Y
ARTES VISUALES

*journal of music and
visual arts*

Volume 7 Numero 2

245 __ \$a _____

246 __ \$a _____

246 __ \$a _____

Scenario 3:

Vol 40-No 2 - 2008

**ANN
MED**

Annals of Medicine

informa

245 __ \$a _____

246 __ \$a _____

246 __ \$a _____

Quiz 2: For each scenario, which of the choices would you use to describe the numbering?

<p>On cover (preferred source of title): VOLUME I, NO. 1, JULY 2012</p>	<p>362 1# \$a Began with volume I, number 1, July 2012. 588 ## \$a Description based on: Volume I, number 1, July 2012; title from cover.</p> <p>362 1# \$a Began with VOL. 1, NO. 1 (JULY 2012). 588 ## \$a Description based on: VOL. 1, NO. 1 (JULY 2012).</p> <p>362 1# \$a Began with volume I, no. 1 (July 2012). 588 ## \$a Description based on: Volume I, no. 1 (July 2012).</p>
<p>On cover (preferred source of title):</p> <p>Año 10 Número 19 enero-junio 2013</p>	<p>[no 362] 588 ## \$a Description based on: Año 10, número 19 (enero/junio 2013).</p> <p>362 1# \$a Began in 2003? 588 ## \$a Description based on: Año 10, número 19 (enero/junio 2013).</p> <p>362 1# \$a Library subscription began with año 10, número 19 (enero/junio 2013). 588 ## \$a Description based on: Año 10, número 19 (enero/junio 2013).</p>
<p>On cover (preferred source of title): January-February 2004</p> <p>On masthead: Vol. 1, no. 1 January-February 2004</p>	<p>362 1# \$a Began with January-February 2004. 588 ## \$a Description based on: January-February 2004</p> <p>362 1# \$a Began with January/February 2004. 588 ## \$a Description based on: January/February 2004.</p> <p>362 1# \$a Began with vol. 1, no. 1 (January/February 2004). 588 ## \$a Description based on: Vol. 1, no. 1 (January/February 2004).</p>

Quiz 3: How would you transcribe the publication statement for this journal?

First issue after a title change

<p>[Title page]</p> <p>The Huguenot Society Journal <i>Formerly Proceedings of the Huguenot Society of Great Britain and Ireland</i></p> <p>Vol. XXX No 1 AUTUMN 2013</p> <p>THE HUGUENOT SOCIETY OF GREAT BRITAIN AND IRELAND Gower Street, London WC1E 6BT</p>	<p>[Title page verso]</p> <p>ISSN 2053-6267 © 2013 <i>The Huguenot Society of Great Britain and Ireland</i>. All rights reserved...</p>
--	--

264 ____ \$a _____

\$b _____

\$c _____

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Module 4: Exercises

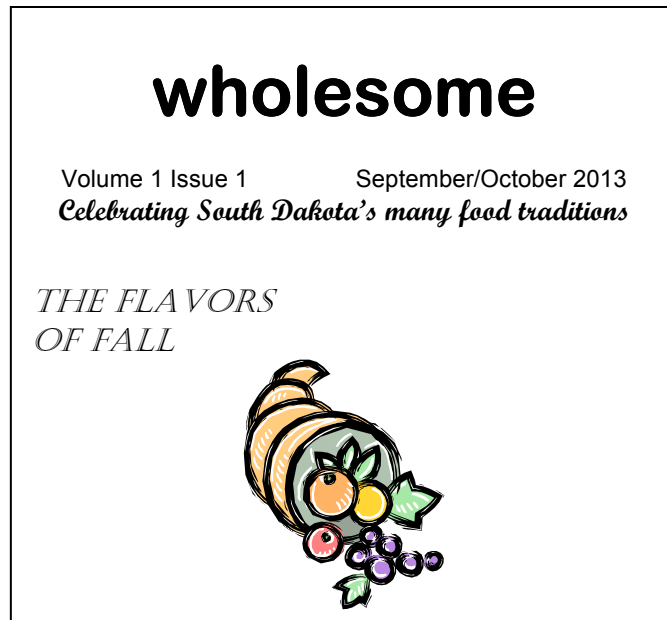
Use the workforms provided in Appendix D to record the cataloging data from the information provided in the following pages.

Use Appendix G for MARC tagging

1. Select the preferred source for the title.
2. Transcribe and tag the title proper.
3. Select and tag a creator, if any.
4. Make any variant title access points that are thought useful.
5. Give the publication, distribution, etc. statement(s)
6. Give numbering, if appropriate.
7. Give a frequency note, if known.
8. Add any other notes thought appropriate
9. Include notes on issue(s) used as the basis of identification and the source of title (description based on, latest issue consulted).
10. Give other access points thought appropriate

Exercise 1

Cover:



Masthead:

PUBLISHER

Wholesome Magazine, LLC
P.O. Box 87967
Sioux Falls, SD 57109

Available online at:

<http://issuu.com/wholesomemagazine>

print ISSN: 2372-2177 * online ISSN:2372-2185

Bimonthly publication

© 2013 Wholesome Magazine, LLC.

All rights reserved.

Other: issues received:

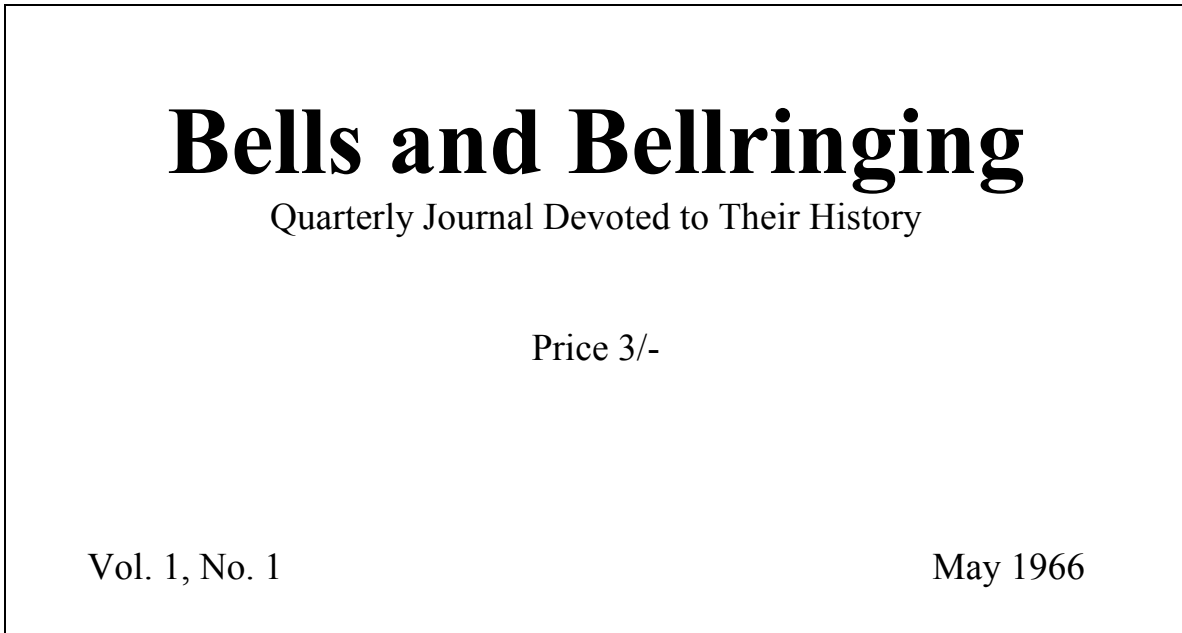
Volume 1, Issue 2 November/December 2013

Volume 2, Issue 1 January/February 2014

Volume 2, Issue 2 March/April 2014

Exercise 2

Cover:



Page [1]:

Editor & Publisher: John Hilton

Editorial & Publishing Office: 19, Lonewood Way, Hadlow, Tonbridge, Kent

Exercise 3

Top of page [1]:



Top of pages 2-8: **ISGS, Vol. 30:1**

Page 8: ISGS, P.O. Box 10195, Springfield, IL, 62791-0195

Newsletter: Published bimonthly

[Contains articles about genealogy, information resources for conducting genealogical research in Illinois, and also some information about the Society.]

Other issues received:

Volume 30, number 5 September/October 2009

Volume 31, number 6 November/December 2012

Exercise 4

Cover:

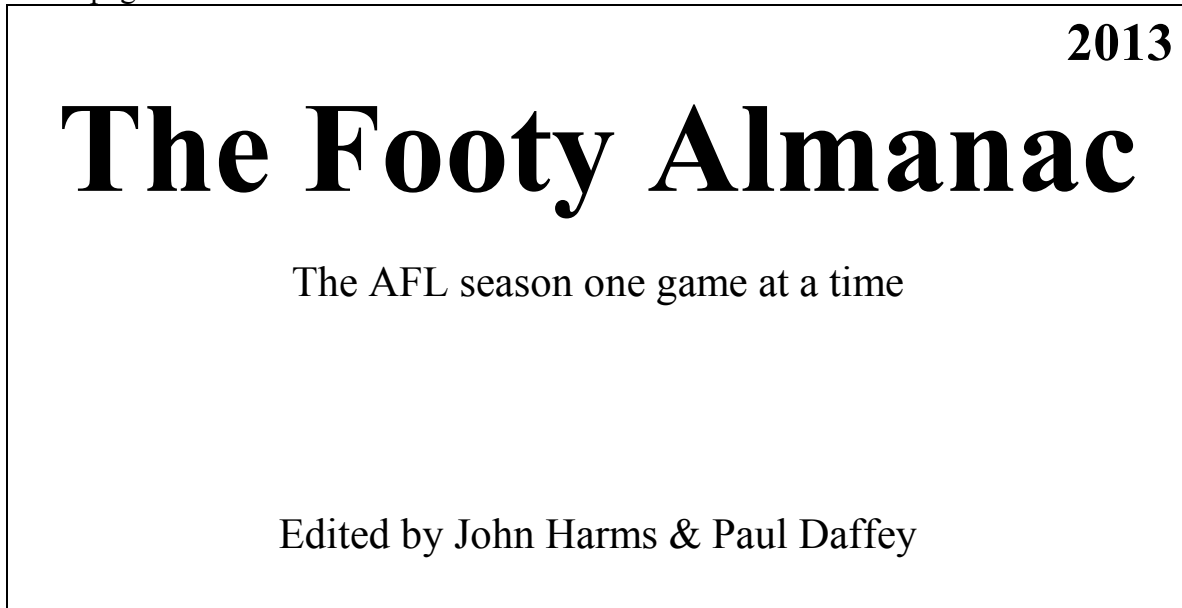
THE ART INSTITUTE OF CHICAGO ANNUAL REPORT 2007-08

Page [2] of cover:

Copyright 2008 by The Art Institute of Chicago.

Exercise 5

Title page:



Height of spine = 23 cm

Page II:

Malarkey Publications

Fitzroy North, Vic.

©2013

Previous editions copyright 2007, 2008, 2009, 2010, 2011, 2012

Preface: Since 2007, when John Harms and Paul Daffey first published *The Footy Almanac*...

5: Describing Carriers and Content

1. Content type
2. Media type
3. Carrier type
4. Extent
5. Describing content
6. Other content attributes

5-1

Where are the instructions?

- Chapter 3: Describing Carriers
- Chapter 6: Identifying Works and Expressions

5-2

Content, media, carrier types

- Three RDA elements and MARC fields
 - Content type RDA 6.9 336 field
 - Media type RDA 3.2 337 field
 - Carrier type RDA 3.3 338 field
- Content relates to Expression
 - Section 3, Chapter 6
- Media and Carrier relate to Manifestation
 - Section 1, Chapter 3

5-3

Replacement of GMD

- RDA has no provision for General Material Designation (GMD)
- RDA introduces instead
 - Content type (6.9)
 - Media type (3.2)
 - Carrier type (3.3)

5-4

Controlled vocabularies

- Closed lists in RDA 6.9.1.3, RDA 3.2.1.3, RDA 3.3.1.3
- If *more than one term is appropriate*, two choices:
 - Pick the term representing the predominant or most substantial content/media/carrier
 - Give all: repeat entire field or just subfield \$a
- If *no term is appropriate*, record “other” and notify LC via a message to LChelp4rda@loc.gov

5-5

Recording these elements

- In each of the three fields for these elements (336-338):
 - \$a [term]
 - \$b [code]
 - \$2 **rdacontent** or **rdamedia** or **rdacarrier**
(as appropriate)
 - \$3 materials specified - give if appropriate

5-6

MARC 336, 337, and 338

- Content type = 336
- Media type = 337
- Carrier type = 338
- Subfields: \$a term \$b code \$2 source
- May repeat 33X field or repeat subfield \$a within a single 33X field

5-7

Content type

- Categorization reflecting the fundamental form of communication in which the content is expressed and the human sense through which it is intended to be perceived. (RDA 6.9.1)
- Content type RDA 6.9.1.3, Table 6.1
 - cartographic image, computer dataset, notated music, performed music, sounds, text, three-dimensional moving image
 - If none apply, use “other”; if not certain, use “unspecified”

5-8

Content type

- RDA core element for **expression**
- MARC 21 field 336

Example:

336 ## \$a text \$b txt \$2 rdacontent

5-9

Media type

- Media type: is a categorization reflecting the general type of intermediation device required to view, play, run, etc., the content of a resource. (RDA 3.2.1.1)
- Media type RDA 3.2.1.3, Table 3.1
 - Audio, computer, microform, microscopic, projected, stereographic, unmediated, video;
 - If none apply, use “other”; if not certain, use “unspecified”

5-10

Media type

- LC-PCC core element for **manifestation**
- MARC 21 field 338

Example:

337 ## \$a unmediated \$b n \$2 rdamedia

5-11

Carrier type

- Categorization reflecting the format of the storage medium and housing of a carrier in combination with the type of intermediation device required to view, play, run, etc., the content of a resource. (RDA 3.3.1.1)
- Carrier type RDA 3.3.1.3
 - Specific terms for audio, computer, microform, carriers, etc. carriers
 - If none apply, use “other”; if not certain, use “unspecified”

5-12

Carrier type

- RDA core element for **manifestation**
- MARC 21 field 338

Example:

338 ## \$a volume \$b nc \$2 rdacarrier

5-13

Example: print

222		0	Amazonas \$b (Shelburne, Vt. Print)
245	0	0	Amazonas : \$b freshwater aquariums & tropical discovery.
246	1		Freshwater aquariums and tropical discovery
264		1	Shelburne, VT : \$b Reef to Rainforest Media, LLC, \$c 2012-
310			Bimonthly
336			text \$2 rdacontent
337			unmediated \$2 rdamedia
338			volume \$2 rdacarrier

5-14

Example: online

222		0	Amazonas \$b (Shelburne, Vt. Online)
245	0	0	Amazonas : \$b freshwater aquariums & tropical discovery.
246	1		Freshwater aquariums & tropical discovery
264		1	Shelburne, VT : \$b Reef to Rainforest Media, LLC, \$c 2012-
310			Bimonthly
336			text \$2 rdacontent
337			computer \$2 rdamedia
338			online resource \$2 rdacarrier

5-15

Example: print

245	0	4	The Iowan history letter.
246	1		Iowan
264		1	Mt. Laurel, NJ : #b Tom Helvig, #c 2012-
300			#b illustrations ; #c 28 cm
310			Quarterly
336			text #b txt #2 rdacontent
337			unmediated #b n #2 rdamedia
338			volume #b nc #2 rdacarrier

5-16

Example: computer discs

245	0	4	The Iowan history letter.
246	1		Iowan
264		1	Mt. Laurel, NJ : #b Tom Helvig, #c 2012-
300			computer discs : #b illustrations ; #c 4 3/4 in.
310			Quarterly
336			text #2 rdacontent
337			computer #2 rdamedia
338			computer disc #2 rdacarrier

5-17

Extent (3.4.1.10)

- The number and type of units and/or subunits making up a resource (MARC 300 subfield \$a)
- Give complete and full extent for ceased serial if known (RDA and LC-PCC PS 3.4.1.10)
- If the actual number is not known for a ceased serial, give at least the term "volumes" or other appropriate carrier type

5-18

Extent

- RDA core: Provide carrier term for ceased serials in all formats. May enter carrier term alone. E.g.:

300 ## \$a volumes

300 ## \$a 1 online resource

5-19

Extent

- CONSER practice: Always provide carrier term for tangible, live non-print serials
- Live serials in other formats
 - Can optionally provide carrier terms such as “volumes” even if not ceased

5-20

Example: Extent (& dimensions)

245	0	4	The Iowan history letter.
246	1		Iowan
264	1		Mt. Laurel, NJ : #b Tom Helvig, #c 2012-
300			computer discs : #b illustrations ; #c 4 3/4 in.
310			Quarterly
336			text #2 rdacontent
337			computer #2 rdamedia
338			computer disc #2 rdacarrier

5-21

Describing content

- Content Attributes Recorded in the MARC 300 Field
- General Guidelines on Describing Content
- Content -- Attributes of the Work
- Content -- Attributes of the Expression

5-22

Content attributes: MARC 300 field

- Because these elements are related to content, they are covered in RDA Chapter 7, not Chapter 3
 - Duration (7.22)
 - Illustrative Content (7.15)
 - Colour Content (7.17)
- 300 field is a mix of carrier and content

5-23

Illustrative content (RDA 7.15)

- Do not use abbreviations
 - **color** (not “col.”)
 - **sound** (not “sd.”)
 - **silent** (not “si.”)
 - **illustrations** (not “ill.”)

5-24

Colour Content (7.17)

- Scope = “the presence of colour, tone, etc., ... also the specific colours, tones, etc.”
- Source: “the resource itself”
- Record if “other than black and white ...”
- LC-PCC PS **7.17.1.3**: use spelling “color”
- MARC **300 \$b**

color	(illustrations are in color)
some color	(10 illustrations, some of which are in color)
chiefly color	(illustrations, most of which are in color)

5-25

Other Content Attributes

- RDA Chapter 7
- Sources
 - Take information used to describe content from the **resource itself**
 - In certain cases the information may be taken from sources **outside the resource**
- Divided into “**Attributes of the Work**” and “**Attributes of the Expression**”
 - *Focus here is on expression level attributes language and script*

5-26

Language of the content (7.12)

- LC-PCC core
- Scope = “a language used to express the content of a resource”
- LC-PCC PS **7.12.1.3**
 - “... also supply the languages of other content (summaries, tables of contents, etc.) if it will assist identification and selection”
- MARC **008/35-37, 041, and 546**
 - Use form found in *MARC Code List for Languages*

041 ##	\$a fre \$a eng \$a ita
546 ##	\$a Articles chiefly in French; one article each in English and Italian.

5-27

Form of notation (7.13)

- LC-PCC core for **some scripts**
- Scope = “set of characters and/or symbols used to express the content of a resource”
- LC-PCC PS **7.13.2.3**
- MARC **546**

Two examples:

Devanagari

Armenian

Cyrillic (for a resource written in both scripts)

5-28

Summary (1)

- Instructions, controlled lists in:
 - RDA 3 = carriers, media
 - RDA 6 = content
- MARC 21: 336, 337, 338
 - Work the same way: controlled lists, repeatable, same subfields
- Extent required: current tangible, non-print formats & e-serials; and completed serials in all formats when total extent is known.

5-29

Summary (2)

- Content attributes such as color and illustrations provided in 300 and note fields
- Other content attributes such as language and script are coded in MARC 21 fixed fields and variable fields.

5-30

Exercises

- For each of the records in the next several slides, determine whether the data in the MARC record is coded correctly.
 - If the coding is incorrect, what would you do to the specified fields to correct it?

5-31

Exercise 1

Form: o

Orig: o

245 00 \$a Frontiers in Pediatrics.

300 ## \$a 1 online resource

336 ## \$a text \$b txt \$2 rdacontent

337 ## \$a computer \$b c \$2 rdamedia

338 ## \$a online resource \$b cr \$2 rdacarrier

5-32

Exercise 2

Form: #

Orig: ■

245 00 \$a Journal of psychological health.

300 ## \$a volumes ; \$c 25 cm

336 ## \$a text \$2 rdacontent

337 ## \$a computer \$2 rdamedia

338 ## \$a computer disc \$2 rdacarrier

5-33

Exercise 3

041 0# \$a dan
245 00 \$a Twentyfirst.
300 ## \$a vol. : \$b col. ill. ; \$c 28 cm
336 ## \$a text \$b txt \$2 rdacontent
337 ## \$a unmediated \$b n \$2 rdamedia
338 ## \$a volume \$b nc \$2 rdacarrier
546 ## \$a In English with some articles also in
Danish.

5-34

6: Identifying Works and Expressions

- Terminology
- Constructing the authorized access point for a serial work
- Additions to authorized access points
- Authorized access points representing expressions

6-1

Terminology

- Title of a serial work
- Title proper
- Preferred title of a serial work
- Creator
- Authorized access point

6-2

Terminology

- Title of a serial work:

Title of a work: A word, character, or group of words and/or characters by which a work is known. (RDA glossary)

6-3

Terminology

- Title proper:

The chief name of a resource (i.e., the title normally used when citing the resource). (RDA glossary)

6-4

Terminology

- Preferred title of a serial work:

The title or form of title chosen to identify the work. The preferred title is also the basis for the authorized access point representing that work.

6-5

Terminology

- Creator of a serial:

For a serial, usually a corporate body responsible for originating ... or causing the work to be issued.
(See LC-PCC PS 19.2.1.1.1)

6-6

Terminology

- Authorized access point:

The standardized access point representing an entity. The authorized access point uniquely identifies the serial work.

6-7

Identifying and Constructing the Authorized Access Point for a Work

- RDA 6.27.1.2 - 6.27.1.8
 - Preferred title of the work (6.2.1 - 6.2.2)
 - Creator
 - Determine if there is a creator (19.2.1.1)
 - Construct authorized access point (9.19.1 for persons), (10.10.1 for families), (11.13.1 for corporate bodies)

6-8

Preferred Title

- Base the preferred title based on the title proper
- Title proper is derived from the preferred source of identification from the first or earliest issue in hand
- Instructions in RDA 6.2.2 provide further instructions for recording preferred title

6-9

Corporate Body Creators of Serials

RDA and LC-PCC PS 19.2.1.1.1

- Works of an administrative nature (Category a)
 - e.g., annual reports and directories
- Collective thought of a body (Category b)
 - e.g., Reports of commissions
- Collective activity of a body (Category d)
 - e.g., Conference proceedings

6-10

Corporate Body Creators of Serials

- Corporate body creator:
 - 110 2# \$a International Centre for Settlement of Investment Disputes.
 - 245 10 \$a Annual report of the ICSID.
- No creator (most common):
 - 245 00 \$a Look Japan.
 - 245 00 \$a Adobe magazine.

6-11

Person or Family Creators of Serials

RDA 19.2.1.1.3

- Entry under personal author (rare):
 - 100 1# \$a Gresham, Don.
 - 245 14 \$a The country music newsletter.

6-12

Authorized Access Point for a Work

- RDA 5.5
 - 2 parts:
 - Creator of the work
 - Preferred title for the work
- Does not include relationship designators

110	2				United Nations Population Fund, #e author, #e issuing body.
245	1	0			Maternal Health Thematic Fund annual report.
264		1			New York, NY : #b United Nations Population Fund, #c [2008?]-

6-13

Authorized Access Point for a Work

- A work does not necessarily have a “creator”

245	0	0			Region : \$b Regional studies of Russia, Eastern Europe, and Central Asia.
264		1			Bloomington, Indiana, U.S.A. : \$b Slavica Publishers, \$c 2012-

245	0	0			Biuletyn naukowy UWM / \$c Uniwersytet Warmińsko-Mazurski w Olsztynie.
246	1				Biuletyn naukowy Uniwersytetu Warmińsko-Mazurskiego
264		1			Olsztyn : \$b Wydawnictwo Uniwersytetu Warmińsko-Mazurskiego

6-14

Exercise 1

What is the Authorized Access Point for the work?

Cover:

The Mohamed bin Zayed Species Conservation Fund
Annual Report 2012

- Hint: the resource describes the internal policies and finances of the corporate body.
- Also, assume no conflict.

6-15

Exercise 2

What is the Authorized Access Point for the work?

Cover:

Volume 49
Number 2
April 2014

Journal of Contemporary History

Editorial page:

The *Journal of Contemporary History* is published by SAGE, Los Angeles, London, New Delhi, Singapore and Washington DC.

6-16

Additions to the Authorized Access Point for a Work

- LC-PCC PS 6.27.1.9
 - Consider authorized access point conflicts among **all** resources, not just serials
 - Authorized access points are **identical**: addition is required
 - Authorized access points are **similar**: cataloger’s judgment

6-17

Identical Authorized Access Point

245	0	0	Pose.
246	1	3	Pose Cairo
246	1	3	Pose magazine

130	0		Pose (Dubai, United Arab Emirates)
245	1	0	Pose.
246	1		Pose magazine

6-18

Similar Authorized Access Point

Serial in hand:
245 00 \$a Hogs and cows today.

Serial in catalog:
245 00 \$a Hogs & cows today.

Result:
130 0# \$a Hogs and cows today (Fresno, Calif.)
245 10 \$a Hogs and cows today

6-19

Additions to Authorized Access Points

130	0		Molecular biology (Los Angeles, Calif.)
210	0		Mol. biol. \$b (Los Angel. Calif.)
222	0		Molecular biology \$b (Los Angeles, Calif.)
245	1	0	Molecular biology.
246	1		MBL
264	1	1	Los Angeles, CA : \$b OMICS Publishing Group, \$c [2012]-

6-20

Additions to Authorized Access Points

130	0		International directory of little magazines & small presses (2011)
245	1	0	International directory of little magazines & small presses.
246	1		International directory of little magazines and small presses
264	1	1	Paradise, CA : #b Dustbooks, #c [2011]-

6-21

Additions to Authorized Access Points

130	0		Compromiso (Delegación de Asociaciones Israelitas Argentinas)
245	1	0	Compromiso.
264		1	[Buenos Aires, Argentina] : #b Delegación de Asociaciones Israelitas Argentinas, #c [2009]-

6-22

Additions to Authorized Access Points

130	0		Volshebnyi fonar' (Moscow, Russia : 2012)
245	1	0	Volshebnyi fonar' : \$b al'manakh.
264		1	Moskva : \$b Volshebnyi fonar', \$c 2012-

6-23

Exercise 3

Do any additions need to be made to the authorized access point? If so, what can be added?

Resource already in database:

100 1# \$a Ruddon, Raymond W., \$d 1936-
245 10 \$a Cancer biology / \$c Raymond W. Ruddon.
260 ## \$a Oxford : \$b Oxford University Press, \$c 2007.

Resource in hand:

245 ?0 \$a Cancer biology
264 #1 \$a Brooklyn, N.Y. : \$b Marshland Press, \$c 2011-

6-24

Exercise 4

Do any additions need to be made to the authorized access point? If so, what can be added?

Resource already in database:

245 03 \$a Le tableau.

260 ## \$a [Québec] : \$b Direction des bibliothèques et du soutien à l'enseignement et l'apprentissage...

Resource in hand:

245 ?0 \$a Tableau.

264 #1 \$a Chicago : \$b University of Chicago, Division of the Humanities

6-25

Authorized Access
Point for an Expression

- LC-PCC PS 6.27.3
 - Music resources (6.28.3)
 - Sacred scriptures (6.30.3)
 - Translations (described in the LC-PCC PS)
 - Language editions (described in the LC-PCC PS)

6-26

Authorized Access Point for an
Expression

130 0# \$a Duah ha-inflatsyah. \$l English.
245 10 \$a Inflation report / \$c Bank of Israel.
775 08 \$i Hebrew edition: \$t Duah ha-inflatsyah
\$w (DLC) 00207719 \$w (OCoLC)45203459

6-27

Authorized Access point for
Translations and Language Editions in a
Compilation

- 245 00 \$a Diplôme international de l'OIV en
management du secteur de la vigne et du
vin.
- 730 02 \$a Diplôme international de l'OIV en
management du secteur de la vigne et du
vin.
- 730 02 \$a Diplôme international de l'OIV en
management du secteur de la vigne et du
vin. \$l English.

6-28

Summary

- Authorized access point for a work:
 - Authorized access point for creator
 - Preferred title of work
- Additions to authorized access point for a work
 - Add parenthetically to authorized access point
- Authorized access point for an expression
 - Added to authorized access point for the work

6-29

7: Basics of RDA Relationships for Serials

- Relationships in RDA
- Relationship designators
- Creators and other corporate bodies related to works
- Corporate bodies related to manifestations
- CONSER practices for linking entry fields

7-1

Two Goals in RDA

- Identify -- Attributes of entities:
 - Describing attributes of serial works, expressions, manifestations and creators
- Relate -- How are these entities connected to one another?

7-2

The What and the Why

- What are relationships?
 - Connections between entities
 - Creators of serials; related works and expressions; related manifestations
- Why are relationships important?
 - Help users find what they want!

7-3

The Who and the How

- Who are the related entities?
 - WEMI entities
 - Person/Family/Corporate Body entities
 - Identified by authorized access point; or by identifier; or by URI; or by bibliographic description
- How are they related?
 - Role or function
 - Relationship designator
 - Other indications (e.g., MARC tag)

7-4

Organization of RDA Instructions for Relationships

Instructions for showing relationships:

- Between resources and associated persons/families/corporate bodies
 - Chapters 18-22; Appendix I
 - Used in bibliographic records
- Between resources
 - Chapters 24-28; Appendix J
 - Used in bibliographic and authority records

7-5

Relationship Designators

- What are Relationship Designators?
 - They express roles or functions
- Appendices I and J are not closed lists
- PCC Guidelines for the Application of Relationship Designators in Bibliographic Records

7-6

Relationship Designators in MARC Bibliographic Records

RDA Appendix	MARC
I	\$e of 100-110 and 700-710
I	\$j of 111 and 711
J	\$i of 700-730
J	\$l of 76X-78X linking entry fields

7-7

PCC Guidelines

- PCC Guidelines for the Application of Relationship Designators in Bibliographic Records
- Relationships between people and serials
 - Relationships between serial resources: works, expressions, and manifestations

7-8

Creators Related to Works

- LC-PCC PS 19.2
- RDA Core relationship: first creator with principal responsibility
 - authorized access point in 1XX field
- If multiple creators, apply cataloger judgment to give for more than the first
 - authorized access point in 7XX field(s)
- Relationship designators from RDA Appendix I.2
 - \$e of 1XX/7XX

7-9

PCC Guidelines

PCC policy

– Include relationship designator for all creators

110	2		United Nations Population Fund, #e author, #e issuing body.
245	1	0	Maternal Health Thematic Fund annual report.
264		1	New York, NY : #b United Nations Population Fund, #c [2008?]-

7-10

PCC Guidelines

• Guideline 4

– Assign an RDA element name as a relationship designator, e.g., "creator" (19.2) or "publisher" (21.3) if it will most appropriately express the relationship.

110	2		Brigham Young University, #b Department of Microbiology and Molecular Biology, #e creator.
245	1	0	Department of Microbiology and Molecular Biology records.

710	2		Kent State University Press, #e publisher.
-----	---	--	--

7-11

Creators Related to Works – Examples

110 \$a Society of Linguists, \$e author.
710 \$a Linguists International, \$e author.

110 2# \$a American Library Association. \$b Annual Conference, \$e creator.

7-12

Other Bodies Related to Works – Examples

- RDA core if the access point for the body is used to construct the authorized access point for the work
- RDA 19.3

710 \$a ABC Institute, \$e sponsoring body.

710 \$a U.S. Geology Society, \$e issuing body.

7-13

Bodies Related to Manifestations

- Persons/families/corporate bodies involved at the manifestation level
 - Producers
 - Publishers (e.g., broadcasters)
 - Manufacturers (e.g., engravers, printers)
 - Distributors (e.g., film distributors)

7-14

Bodies Related to Manifestations

- RDA Chapter 21
- Record publishers, distributors, manufacturers “if considered important for access”
- Relationship designators from RDA Appendix I.4
 - Very few listed
 - Producer, publisher, manufacturer, distributor are separate RDA elements

7-15

Bodies Related to Manifestations –
Examples

264 #1 \$a Bethesda : \$b NIH, \$c 2008.
710 2# \$a National Institutes of Health
(U.S.), \$e broadcaster.

264 #1 \$a St. Paul : \$b West Publishing
Company, \$c 2011-
710 2# \$a West Publishing Company, \$e
publisher.*

* “publisher” is not found in Appendix I.4 but may be used as
a relationship designator, per PCC Guideline 4.

7-16

Exercises

Part 1: Relationship designators for entities related to
the resource.

For the following exercises, determine which entities
could be given as access points and their likely
relationship to the resource.

7-17

Exercise 1

Cover:

Journal of The American Society of Mining and
Reclamation

An Official Online Publication of the American
Society of Mining and Reclamation

7-18

Exercise 2

Cover:

JOURNAL OF MANAGEMENT
EDUCATION

A Publication of the OBTS Teaching Society for Management Educators

Masthead:

Published by Sage on behalf of the OBTS Teaching Society
for Management Educators

7-19

Exercise 3

Cover:

CENTRAL BANK OF NIGERIA

ANNUAL REPORT
2012

7-20

Exercise 4

Cover:

Neural Computation

Volume 26 Number 5 May 2014

Masthead:

© MIT Press

7-21

Relationships Between Resources

- CONSER practice for linking entry fields
- Common serial relationships
- Related works
- Related expressions and manifestations
- Relationships in note fields

7-22

Linking Entry Fields

- Generate structured descriptions of related resources
- Connect related records in the catalog
- Express sequential relationships:
 - e.g. continues, continued by
- Express horizontal relationships:
 - e.g. online and print versions

7-23

CONSER Practice for Relationship Designators in Linking Entry Fields

- 780 00
- 785 00

- 776 08 \$i Online version:
- 775 08 \$i English edition:

7-24

Editing Tips for Linking Entry Fields 76X-78X

- In OCLC, use “insert from cited record”
- If pasting 1XX/24X text, remove subfield coding within:
 - \$a [creator]
 - \$t [title]

7-25

Common Serial Relationships

- Related serial works:
 - Supplement – whole/part
 - Earlier, later title
- Expressions
 - Language expressions
- Manifestations
 - Other formats
 - Change in mode of issuance
 - Reproductions

7-26

Related Works

- 772 0# \$t Leadership (Cape Town, South Africa)
- 780 00 \$t Australian & New Zealand apparel
- 785 00 \$t Morren Galleries journal
- 787 08 \$i Preliminary report issued as: \$t English housing survey. Headline report
- 787 08 \$i Complemented by (work): \$t English housing survey. Household report

7-27

Related Expressions and Manifestations

- 775 08 \$i English edition: \$t Azerbaijan focus
- 776 08 \$i Print version: \$t Proceedings of the ... Western Dairy Management Conference
- 776 08 \$i Online version: \$t Bone bouquet
- 776 08 \$i Continued by online database: \$t Antarctic bibliography \$w (OCoLC) 52065227
- 775 08 \$i Reproduction of (manifestation): \$t Hîwa (Baghdad, Iraq)

7-28

Relationships in Note Fields

- 525 (supplement) - use for supplements not input as separate records
- 530 (additional physical form) - prefer 776 \$i
- 533 (reproduction) - use only for digital preservation project records with \$5

7-29

Relationships in Note Fields

- 534 (original version) - do not use in CONSER records
- 550 (issuing body) - use to justify 7XX
- 580 (linking entry complexity note) - use to express complex note in conjunction with 7XX

7-30

Summary

- Record relationships in authorized access points, notes, & linking fields
- Provide reciprocal relationship fields for serials
- 760-787 fields:
 - Authorized access point of related record (minus subfield codes)
 - Appropriate designators (excluding 780, 785)

7-31

Summary

- Include a relationship designator for all creators
- Apply relationship designators in accordance with their definitions

7-32

Exercises

Part 2: Relationship designators for related resources.

For each exercise, determine the relationship between the two resources, and record the relationship using MARC.

7-33

Exercise 1, Resource 1

Cover:

NZSA Bulletin of New Zealand Studies

Issue no. 2

New Zealand Studies Association

7-34

Exercise 1, Resource 2

Cover:

Volume 1, Number 1 | 2013 |

Journal of New Zealand & Pacific Studies

ISSN: 2050-4039

Page 1:

The Journal of New Zealand & Pacific Studies is published twice a year.

The journal is replacing the key publication, NZSA Bulletin of New Zealan Studies.

7-35

Exercise 2, Resource 1

Cover:

Volume 35 Number 1
1 January 2014

European Heart Journal

Journal of the European Society of Cardiology

7-36

8: When Do I Need a New Description?

1. What constitutes a major title change?
2. What other situations require a new record?
3. How do I close out a record for a serial that has ceased?
4. How do I link records?

8-1

1.6.2 Serials **REPORTS**

1.6.2.1 Change in Mode of Issuance of a Serial

Create a new description if a serial changes to a multipart monograph or an integrating resource (see 2.13 **ISSN**).

Create a new description if a multipart monograph or integrating resource changes to a serial (see 2.13 **ISSN**).

1.6.2.2 Change in Carrier Characteristics of a Serial **REPORTS**

Create a new description if there is a change in the media type (see 3.2 **ISSN**) of a serial.

if the carrier type (3.3 **ISSN**) of a serial changes to *online resource* from another computer carrier or changes from *online resource* to another computer carrier then create a new description (see 3.1.6.1 **ISSN**).

1.6.2.3 Major Change in the Title Proper of a Serial

Create a new description if there is a major change in the title proper of a serial (see 2.3.2.12.2 **ISSN**).

1.6.2.4 Change in Responsibility for a Serial

Create a new description if there is a change in responsibility that requires a change in the identification of the serial as a work (see 6.1.3.2 **ISSN**).

1.6.2.5 Change in Edition Statement

Create a new description when there is a change in an edition statement indicating a significant change to the scope or coverage of a serial.

8-2

Changes that require a new record

- Major changes in title proper
- Corporate body portion of authorized access point (110 heading or 130 qualifier)
- Edition statement (in some cases)
- Translations/language editions
- Mode of issuance
- Carrier Characteristics (in some cases)
 - Media type, carrier type

8-3

Usually note the change

- Minor title changes
- Numbering
- Edition statement (in some cases)
- Changes other than corporate body qualifiers in an authorized access point (i.e. 130)

8-4

Decision process

- RDA and LC-PCC PS
- 1.6.2, other RDA instructions, LC-PCC Policy Statements
- CONSER Cataloging Manual, Module 16
- Publisher really intend to change the title?
- Look at all the issues in hand
- Check utility (e.g., OCLC)

8-5

Changes in Title Proper

8-6

A few considerations

- Consider only the title proper (\$a, \$n, \$p)
 - Changes to other title information do not matter!
- When considering whether a title has changed, always test it against the title proper (recorded in field 245)
 - **Not** against the latest variant in 246!

8-7

Major title changes

- = Changes that occur in the first five words (or six when initial article) RDA 2.3.2.13.1 (a)
(Note: there are many exceptions to this rule)

The vocational guidance quarterly → Career development quarterly

Iowa historical record → Iowa journal of history

Chemical engineering and mining review → Mining & chemical engineering review

8-8

Major title changes

- = Changes that occur after the first five words that change the meaning or subject matter
RDA 2.3.2.13.1 (b)

The best bed & breakfast in the world → The best bed and breakfast in England, Scotland, & Wales

World meetings. Social & behavioral sciences, education & management →

World meetings. Social & behavioral sciences, human services & management

8-9

Major title changes

= The name of the corporate body given in the title changes RDA 2.3.2.13.1 (c)

Reports of the Institute of **High Speed Mechanics**,
Tohoku University
↓
Reports of the Institute of **Fluid Science**, Tohoku
University

8-10

Minor title changes

- RDA 2.3.2.13.2 and LC-PCC 2.3.2.13.2 (CCM 16.2.4) list 9 categories of minor changes
- Most of these are exceptions to the first major change rule (changes in the 1st five words)

8-11

Minor title changes

Includes 9 provisions:

- Category a. Representation of a word
- Category b. Articles, prepositions, conjunctions
- Category c. Name of corporate body
- Category d. Punctuation
- Category e. Order of titles (parallel titles)
- Category f. Words linking to numbering
- Category g. Fluctuating titles
- Category h. Words in a list
- Category i. Words that denote type of resource

8-12

Minor title changes: category (a)

Changes in the representation of a word or words

- Includes case, plural vs. singular, spelled out vs. abbreviated form., compound vs. separate words, etc.
- Now also includes acronyms and initialisms vs. full form

8-13

Examples of category (a)

Openhouse → Open house
Africa news → African news
Fishery report → Fisheries report
Saint Paul report → St. Paul report
Los Angeles woman → LA woman
ADC electronic news → ADC e-news

8-14

Minor title changes: category (b)

- Category b: Article, preposition, or conjunction is added, deleted, or changed anywhere in the title

Annual report of pipeline safety → Annual report **on** pipeline safety

8-15

Minor title changes: category (c)

- Name of *same* corporate body in the title is:
 - Added, dropped or moved
 - Or parts of the hierarchy are added/dropped
 - Or the form of the name is changed (e.g., from full to abbreviated form)
- Also included:
 - Names of officials
 - Recipients of reports

8-16

Examples of category (c)

1. London → Bantam's London
2. ONS newsletter → Newsletter
3. Amalgamated Engineering Union monthly → AEU monthly

8-17

Examples of category (c)

4. Forestry annual report → Forestry Department annual report
5. Biennial report → Biennial report to the Governor and Legislature

BUT NOT: Europe through the back door → Rick Steves' Europe through the back door {John Muir publisher}

8-18

Minor title changes: category (d)

- Category d: The only change is one of punctuation
 - GBB → G.B.B.

8-19

Minor title changes: category (e)

- Category e: changes in the order of titles when there are parallel titles
 South African medical journal = Suid Afrikaanse tydskrif vir geneeskunde
changes to:
 Suid Afrikaanse tydskrif vir geneeskunde = South African medical journal
- **But not:** if the title chosen as title proper is dropped. In that case, consider the change to be major

8-20

Minor title changes: category (f)

- **Category f:** words linking the title to the numbering are added, deleted, changed
 - Annual report 2000
 - Annual **report for** 2001

8-21

Minor title changes: category (g)

- **Category g:** two or more titles proper used according to a regular pattern

Example of fluctuating title:

245 00 Daily gleaner.

246 1# \$i **Sunday** issues have title: \$a Sunday gleaner

8-22

Minor title changes: category (h)

- Addition to, deletion from, or change in the order of words in a list anywhere in the title, provided that there is no significant change in the subject matter
- LC-PCC PS 2.3.2.13.2: consider a list to consist of at least 3 or more terms.

8-23

Examples of category (h)

Quarterly returns of trade for the ports of
Jenchuan, Chinnampo, Kunsan, Mokpo,
Fusan, Masampo, Wonsan, and Songchin

→

Quarterly returns of trade for the ports of
Chemulpo, Chinnampo, Kunsan, Mokpo,
Fusan, Masampo, Wonsan, and Songchin

8-24

Examples of category (h)

Cook's business directory covering Canberra—
special **new** section, Northern Territory, West
Australia, Queensland, Tasmania, New South
Wales, Victoria, South Australia, New Zealand

→

Cook's business directory covering Canberra—
special section, Northern Territory, **Tasmania**,
Queensland, **South Australia**, **West Australia**,
Victoria, **New South Wales**, New Zealand

8-25

Minor title changes: category (i)

- Addition or deletion anywhere in the title of words that indicate the type of resource such as “magazine,” “journal,” or “newsletter”
- Not included:
 - changes from one “type of resource” word to another
 - words that indicate frequency

8-26

Examples of category (i)

Outlook → Outlook magazine → Outlook

Active projects → Active projects report

Brasileiras & brasileiros → Jornal brasileiras & brasileiros

Organic chemistry review → Organic chemistry →
Review of organic chemistry

BUT NOT: Atlantic → Atlantic monthly

SFRA review → SFRA newsletter

Biennial report → Annual report

8-27

Quiz 1

Indicate whether the situations constitute a major or minor change.

- For minor changes, give the category under RDA 2.3.2.13.2 that applies.
- For major changes, indicate the reason and whether a new work is involved.

8-28

Other major changes

- Corporate bodies in authorized access points (110 headings and as qualifiers in 130 headings)
- Edition statement (indicating changes in subject, scope)
- Translations/language editions.
- Mode of issuance
- Carrier type (some cases)

8-29

Changes to corporate body creator

- Where are the instructions?
 - *RDA 6.1.3.2.1*
 - *RDA 11.2.2.6*
 - *LC-PCC PS 11.2.2.6*

Changes in the name of the creator (different body or different name for the same body) that require a new heading are major changes.

8-30

Corporate body creator changes

Changes in name (different body or different name for the same body) that require a new heading are major changes:

Record 1: 110 2# \$a International Harvester Company.
245 10 \$a Annual report
785 00 \$a Navistar International Corporation. \$t Annual report

Record 2: 110 2# \$a Navistar International Corporation.
245 10 \$a Annual report
780 00 \$a International Harvester Company. \$t Annual report

8-31

Changes in Additions to Authorized Access Points (130)

8-32

Change in corporate body qualifier

Record 1: 130 0# \$a Technical bulletin (Illinois. Dept. of Conservation)
245 10 \$a Technical bulletin
785 00 \$t Technical bulletin (Illinois. Division of Game Management)

Record 2: 130 0# \$a Technical bulletin (Illinois. Division of Game Management)
245 10 \$a Technical bulletin
780 00 \$t Technical bulletin (Illinois. Dept. of Conservation)

8-33

Change in corporate body qualifier

- Record 1: 130 0# \$a Corporate management (**Excelsior (Firm)**)
245 10 \$a Corporate management.
785 00 \$t Corporate management (**Enterprise Excelsior (Firm)**)
- Record 2: 130 0# \$a Corporate management (**Enterprise Excelsior (Firm)**)
245 10 \$a Corporate management.
780 00 \$t Corporate management (**Excelsior (Firm)**)

8-34

Minor changes: place name, frequency

- 130 0# \$a Critique (Santa Rosa, Calif.)
245 10 \$a Critique.
264 #1 \$3 1990-1997: \$a Santa Rosa, Calif. :
\$b Banovitch Enterprises, \$c1990-
264 31 \$3 1997- : \$a West Vancouver, B.C. :
\$b Xanthiros Foundation

8-35

Changes in Edition Statement (1.6.2.5)

8-36

Edition statement (2.5.1.6, 2.20.4)

Create new description when there is a **significant** change in scope or subject coverage.

Health professional/researcher → Health industry

[Change is significant-- make a new description]

8-37

Edition statement (2.5.1.6, 2.20.4)

No change in scope? → Record changes from later issues if important for identification

Example:

250 ## \$a **Property & casualty insurance edition.**

500 ## \$a Issues for Dec. 29, 1986-Jan. 2, 1989 called *Property & casualty/employee benefits edition*; issues for Jan. 9, 1989 called *Property & casualty/risk & benefits management edition*.

8-38

Change in Mode of Issuance

8-39

Change in mode of issuance

RDA 1.6.2.1 Change in Mode of Issuance of a Serial:

Create a new description if a serial changes to a multipart monograph or an integrating resource (see 2.13).

Create a new description if a multipart monograph or integrating resource changes to a serial (see 2.13).

Create the new description even if the authorized access point remains the same.

8-40

Changes in Carrier Characteristics (1.6.2.2)

8-41

Change in media type (1.6.2.2)

A new description is required for **all** changes involving media type even if there is no change in authorized access point. Example:

Paper: Media type: unmediated

↓

CD-ROM: Media type: computer

8-42

Change in media type (1.6.2.2)

If media type **changes** from one type to another, create a new description.

LC-PCC PS 1.6.2.2 / RDA 3.22.6.3.1:

If media type **varies** within a serial make a note instead of a new description.

8-43

Change in media type (1.6.2.2)

Example:

130 0# \$a Serials directory (Birmingham, Ala.)

245 14 \$a The serials directory.

336 ## \$a text \$txt \$2 rdacontent

337 ## \$a unmediated \$b n \$2 rdamedia

338 ## \$a volume \$b nc \$2 rdacarrier

Continued by:

130 0# \$a Serials directory (Birmingham, Ala.)

245 14 \$a The serials directory : \$b EBSCO CD-ROM.

336 ## \$a text \$txt \$2 rdacontent

337 ## \$a computer \$b c \$2 rdamedia

338 ## \$a computer disc \$b cd \$2 rdacarrier

8-44

Change in carrier types (1.6.2.2)

- If there is a change in carrier type but not media type note the change within the description.

Except: when a serial changes from online to another computer carrier and vice versa

8-45

Carrier types (3.22.6)

- Minor changes:
 - Broadsheet to volume (Media type: unmediated)
 - Microfiche to microfilm (Media type: microform)
 - CD-ROM to DVD-ROM (Media type: computer)
- New record required:
 - CD-ROM to online (Media type: computer)

8-46

Exercise: Carrier type (1)

245	0	0	U.S. exports history / #c Foreign Trade Division.
246	1		United States export history
246	1		US exports history
246	1	0	Exports history
260			Washington, DC : #b U.S. Dept. of Commerce, Bureau of the Census, Data User Services Division, #c 1993-
300			CD-ROMs ; #c 4 3/4 in.
310			Annual
336			text #b txt #2 rdacontent
337			computer #b c #2 rdamedia
338			computer disc #b cd #2 rdacarrier

The last CD-ROM issue was: 1997/2001.
The first DVD-ROM issue was: 1998/2002.

8-47

Exercise: Carrier type (2)

245	0	0	U.S. exports history / #c Foreign Trade Division.
246	1		United States export history
246	1		US exports history
246	1	0	Exports history
260			Washington, DC : #b U.S. Dept. of Commerce, Bureau of the Census, Data User Services Division, #c 1993-
300			CD-ROMs ; #c 4 3/4 in. → 300 ## \$a computer discs ; \$c 4 3/4 in.
310			Annual
336			text #b txt #2 rdacontent
337			computer #b c #2 rdamedia
338			computer disc #b cd #2 rdacarrier

500 ## \$a Issues for 1989/1992-1997/2001 on CD-ROM; issues for 1998/2002- on DVD-ROM.

8-48

Quiz 2

- Indicate whether the following situations constitute a major or minor change.
- In either case, indicate the RDA instruction that applies.
- For major changes, indicate if a new work is involved.

8-49

Closing out a record

Always record the following:

- 008 Publication status: code as "d" (dead)
- 008 Ending date: code as [e.g.] 1990 (date known); 199u (decade known); or 19uu (century known); etc.
- 785 Link to later record (if later record exists)

8-50

Linking records

- 780/785 linking fields most common (earlier/later titles, changes in creator or corporate body qualifier)
- CONSER policy is not to use a relationship designator for 780/785 relationships (for now)
- 580 linking entry complexity note:
 - 580 ## \$a Split into: New title, and: New title.
 - 580 ## \$a Merger of: Old title, and: Old title.
 - 580 ## \$a Merged with: Old title, to form: New title.

8-51

Linking entry

780 00 \$t Old title \$x 1234-1234 \$w (DLC)
2008222987 \$w (OCoLC)12345678

785 00 \$t New title \$x 1234-1235 \$w (DLC)
2008222994 \$w (OCoLC)12345679

78X 00 \$a Corporate body. \$t Title \$x 1232-1233
\$w (DLC) 2008123454 \$w
(OCoLC)12345677

8-52

Exception: 776

Use the 776 field for linking between records created because of changes in media and carrier types:

- Print ceases and is continued online
- CD-ROM serial ceases and is continued online

See CCM Module 31 for more details.

8-53

Closing record example

008 Publication status **d**
Dates: 2004,**2004**
245 00 \$a East Asian languages & cultures.
264 #1 \$a Los Angeles, CA : \$b East Asian Languages & Cultures Dept.
362 1# \$a Began **and ceased** with vol. 1, no. 1 (winter 2004).
588 ## \$a Description based on: Vol. 1, no. 1 (winter 2004); title from caption.
588 ## \$a Latest issue consulted: Vol. 1, no. 1 (winter 2004).
785 00 \$t Asian languages & cultures (DLC) 2007222901 \$w (OCoLC)156888820

008 Publication status **c**
Dates: 2004,**9999**
245 00 \$a Asian languages & cultures.
264 #1 \$a Los Angeles, CA : \$b East Asian Languages & Cultures Dept.
362 1# \$a Began with: vol. 1, no. 2 (spring 2004).
588 ## \$a Description based on: Vol. 1, no. 2 (spring 2004); title from caption.
588 ## \$a Latest issue consulted: Vol. 4, no. 1 (winter 2007).
780 00 \$t East Asian languages & cultures \$w (DLC) 2007222900 \$w (OCoLC)156888817

8-54

Quiz 3

- Complete the abbreviated workforms to indicate tagging and coding of the relevant bibliographic data.
- Major changes: Close out the old record and tag/code the bibliographic data in the new record.
- Minor changes: Edit the existing record.

8-55

Summary

- Most major changes involve title changes
- There are 9 (nine) minor-change “exceptions”
- Other changes involve corporate bodies, media type, carrier type, edition
- Once a major change has occurred, the old record is closed off and linked to the new record
- Fields 780/785 are used to link records for major title changes and creation of a new work authorized access point (corporate body involved)

8-56

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Module 8 Quizzes

Quiz 1: Indicate whether the following situations constitute a major or minor change. For minor changes, give the category under RDA 2.3.2.13.2 that applies. For major changes, indicate the reason and whether a new work is involved.

	Title 1	Title 2	New Record? New Work?
1.	Autograph Collector	Autograph Collector's Magazine	_____
2.	Report on Public Policy	Report for Public Policy	_____
3.	China Telex & Fax Directory	China Fax & Telex Directory	_____
4.	CONSER Program Annual Report	Annual Report of the CONSER Program	_____
5.	Annual Report 2007	Annual Report for the Fiscal Year 2008-2009	_____
6.	Annuaire des Statistiques Yearbook of Statistics	Yearbook of Statistics Annuaire des Statistiques	_____
7.	Year book	YEARBOOK	_____
8.	TV & cable source	Television and cable source	_____
9.	IEE Proceedings. Part E, Computers and Digital Techniques	IEE Proceedings. Computers and Digital Techniques	_____
10.	Guidebook for France, Italy and Spain	Guidebook for France and Italy	_____
11.	Guide to travel in Massachusetts: Boston, Salem, Newburyport, Cape Cod and the Islands	Guide to travel in Massachusetts: Boston, Newburyport and the north shore, Cape Cod and the Islands, New Bedford and Fall River	_____

Quiz 2: Indicate whether the following situations constitute a major or minor change. In either case, indicate the RDA instruction that applies. For major changes, indicate if a new work is involved.

	Earlier	Later	New Record? New Work?
1.	Newsletter (Academic Pediatric Association)	Newsletter (Ambulatory Pediatric Association)	_____
2a	Hong Kong business directory Issued on CD-ROMs	Hong Kong business directory Issued on DVD-ROMs	_____
2b	Hong Kong business directory Issued on DVD-ROMs	Hong Kong business directory Issued online as a database	_____
4.	Asiatic Society of Bombay Report	Asiatic Society of Mumbai Report [cataloger created a separate name authority record for ASM]	_____
5.	Art now gallery guide National edition	Art now gallery guide International edition [Focus changed from U.S. to world-wide]	_____
6.	Journal of the A.A.G.P. [American Association of Grant Professionals]	Journal of the Grant Professionals Association	_____
7.	Law of corporate officers and directors [Issued as an updating loose-leaf]	Law of corporate officers and directors [Now issued as a serial]	_____
8.	Microwave journal International edition	Microwave journal [current volumes no longer called international edition, but still constitute the international edition]	_____
9.	Prevent Blindness America annual report	Prevent Blindness America annual report [after 2008, ceased in print; issued only online]	_____
10.	Survival International Annual report	Survival (Organization) Annual report [Survival dropped "International" after 2002]	_____
	BONUS QUESTION		
11.	Worldnet at a glance. \$! Spanish Worldnet en un vistazo. [Originally established in English as: Worldnet at a glance]	[Spanish version has not changed title. But the English version is now: Worldnet]	_____

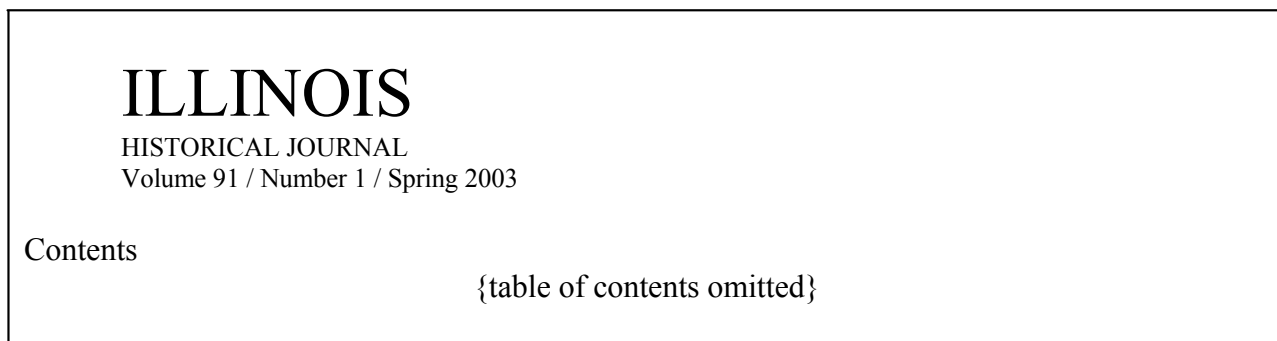
Quiz 3: Complete the abbreviated workforms to indicate the tagging and coding of the relevant bibliographic data. The emphasis in this section is on closing out the old record and tagging and coding the bibliographic data in the new record or editing an existing record.

Exercise 1

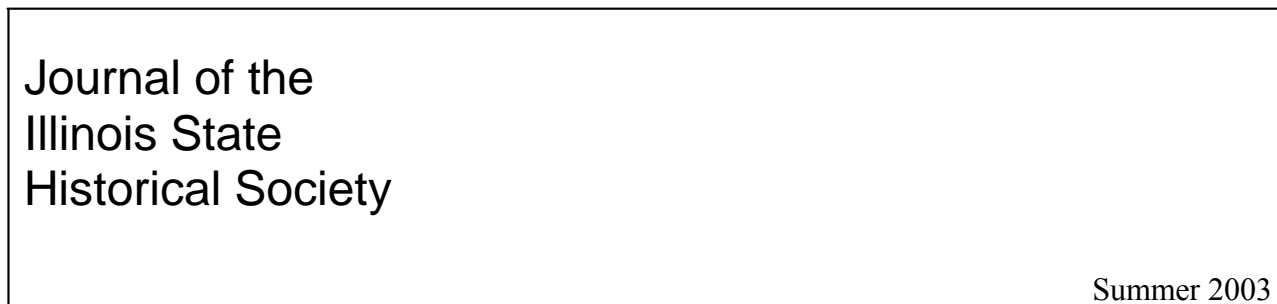
Cover of spring 2003 issue:



Table of contents, page [1]:



Cover of summer 2003 issue:



Title page of summer 2003 issue:

Journal
of the
Illinois State Historical Society
Vol. 91 Number 2

Additional information from Masthead:

Published in Springfield, Illinois by the Illinois State Historical Society

What fields or data would you add to the old record; what additional information would be included in the new records?

Old record (has not been revised in a while!)

Fixed field:

Publication status: c

Dates: 1984,9999

245 00 \$a Illinois historical journal.

260 ## \$a Springfield, Ill. : \$b Illinois Historic Preservation Agency, \$c
1984-

362 0# \$a [Vol. 77, no. 3] (autumn 1984)–

___ _ \$a _____

___ _ \$a _____

780 00 \$t Journal of the Illinois State Historical Society

___ _ \$ _ _____

New record

Fixed field:

Publication status:

Dates: ,

245 00 \$a _____

264 #1 \$a _____

362 1# \$a _____

588 ## \$a _____

588 ## \$a _____

78_ _ \$ _____

Exercise 2. Beginning in 2012, America's best graduate schools changed title to: Best graduate schools

Cover:



Then in 2013, the title changed again to: Best grad schools

Question: Is a new record needed for this change?

If so, cease the existing record & create another record for the new work

If not, how would you modify the existing record?

Fixed field:

Publication status: c

Dates: 2012 ,9999

130 0# \$a Best graduate schools (U.S. News & World Report, inc. : 2012)

245 10 \$a Best graduate schools.

264 #1 \$a Washington, DC : \$b U.S. News & World Report, inc., \$c [2011]-

300 ## \$a volumes : \$b illustrations ; \$c 27 cm

310 ## \$a Annual

362 1# \$a Began with 2012 edition.

500 ## \$a At head of title: U.S. news & world report.

588 ## \$a Description based on: 2012 edition; title from cover.

588 ## \$a Latest issue consulted: 2012 edition.

710 2# \$a U.S. News & World Report, inc.

780 00 \$t America's best graduate schools (U.S. News & World Report, inc. : 2004) \$x 1939-3652 \$w (DLC) 2003238794 \$w (OCoLC)52353681

78__ \$_____

Fixed field:

Publication status:

Dates: _____,

245 00 \$a_____

264 #1 \$a_____

362 1# \$a_____

588 ## \$a_____

588 ## \$a_____

78__ \$_____

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

9: Identifying Appropriate Copy

How do I identify the "most appropriate" serial record?

1. Is it the same publication?
2. Is it for the appropriate physical format?
3. Do the dates fit?
4. Is the record RDA or pre-RDA?
5. How authoritative is the record?

9-1

Is the publication the same?

What to look for:

Description

ISSN

Title statement

Publisher

Date of publication

Issuing bodies

Subject headings

Links

MARC 21 Tag

022

245 \$a, \$n, \$p, and \$c

264 \$b (or 260 \$b)

264 \$c, 362, 008 dates

550, 11X, 71X

6XX

780/785, other 77X

9-2

Example

Cover:

CRITIQUE studies in contemporary fiction

Volume 40, No. 3

Spring 1999

Verso of cover:

CRITIQUE: Studies in Contemporary Fiction (ISSN 0011-1619) is published quarterly by Heldref Publications, 1319 Eighteenth Street, N.W. Washington, D.C. 20036-1802 ...

9-3

Record 1

Type a	ELvl	Src c	G Pub	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq b	MRec	Ctry nyu
S/L 0	Orig	EntW	Regl r	Alph a	
Desc a	SrTp p	Cont	DtSt d	Dates	1946,1947

010 ## \$a 53023838 //r83

022 0# \$a 0749-7452 \$2 1

035 ## \$a (OCoLC)8541749

040 ## \$a DLC \$c DNGA \$d InU \$d DLC \$d NSDP \$d m/c

042 ## \$a pcc \$a nsdp

050 00 \$a N1 \$b .C935

082 ## \$a 709/.04 \$2 19

130 0# \$a Critique (New York, N.Y.)

210 0# \$a Critique \$b (New York, N.Y.)

222 00 \$a Critique \$b (New York, N.Y.)

245 10 \$a Critique.

9-4

Record 1 (continued)

260 00 \$a New York : \$b [s.n.], \$c 1946-1947.

300 ## \$a 1 v. : \$b ill. ; \$c 24 cm.

310 ## \$a Bimonthly, \$b Jan.-Feb. 1947

321 ## \$a Monthly, \$b Oct.-Nov. 1946

362 0# \$a Vol. 1, no. 1 (Oct. 1946)-v. 1, no. 3**(Jan./Feb. 1947).**

500 ## \$a A review of contemporary art.

500 ## \$a Title from cover.

500 ## \$a Editor: Oct. 1946- D. Loshak and others.

650 #0 \$a Art \$v Periodicals.**650 #0 \$a Art, Modern \$y 20th century \$v Periodicals.**

7001# \$a Loshak, David.

9-5

Record 2

Type a	ELvl	Src c	G Pub	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq f	MRec	Ctry stk
S/L 0	Orig	EntW	Regl r	Alph	
Desc	SrTp p	Cont b	DtSt c	Dates	1973,9999

010 ## \$a 740642391 //r82

022 ## \$a 0301-7605 \$2 z

035 ## \$a (OCoLC)1792678

040 ## \$a DLC \$c DLC \$d OCoLC \$d NST \$d AIP \$d NST \$d MH

042 ## \$a lc

043 ## \$a ee----- \$a e-ur---

050 00 \$a DK246 \$b .C73

082 ## \$a 320.9/47/084

210 0# \$a Critique \$b (Glasg.)

222 #0 \$a Critique \$b (Glasgow)

245 00 \$a Critique.

9-6

Record 2 (continued)

260 ## \$a [Glasgow]

300 ## \$a v. \$c 21 cm.

362 0# \$a v. 1- spring 1973-

500 ## \$a "A new journal of Soviet studies and Socialist theory."

651 ## \$a Soviet Union \$x Politics and government \$v Periodicals.

651 ## \$a Europe, Eastern \$x Politics and government
\$v Periodicals.

650 #0 \$a Socialism \$v Periodicals.

9-7

Record 3

Type a	ELvl	Srce d	G Pub	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq q	MRec	Ctry dcu
S/L 0	Orig	EntW	Regl r	Alph a	
Desc i	SrTp p	Cont	DtSt c	Dates 1956,9999	

010 ## \$a 64032236

022 0# \$a 0011-1619 \$2 1

040 ## \$a MUL \$b eng \$e rda \$c MUL ...

042 ## \$a pcc

050 00 \$a PN3503 \$b .C7

082 2# \$a 801

130 0# \$a Critique (Bolingbroke Society)

210 0# \$a Critique - Bolingbroke Soc.

222 #0 \$a Critique - Bolingbroke Society

9-8

Record 3 (continued)

245 10 \$a Critique.

264 #1 \$3 <summer 1957-> \$a [Minneapolis, Minnesota] : \$b
Bolingbroke Society264 31 \$3 fall 1982- : \$a Washington, D.C. : \$b Heldref
Publications

300 ## \$a volumes ; \$c 22-24 cm

310 ## \$a Quarterly, \$b fall 1982-

321 ## \$a Three times a year, \$b winter 1956-spring 1982

336 ## \$a text \$b txt \$2 rdacontent

337 ## \$a unmediated \$b n \$2 rdamedia

338 ## \$a volume \$b nc \$2 rdacarrier

362 1# \$a Began with: Vol. 1, no. 1 (winter 1956).

9-9

Record 3 (continued)

500 ## \$a Some vols. have also special titles.
 588 ## \$a Description based on: Vol. 1, no. 2 (summer 1957);
 title from cover.
 588 ## \$a Latest issue consulted: Vol. 30, no. 1 (fall 1988).
 515 ## \$a Lacks date designation, <volume 3, no. 16>-volume 23, no.
 1.
 650 #0 \$a Fiction \$y 20th century \$x History and criticism
 \$v Periodicals.
 710 2# \$a Bolingbroke Society.
 780 00 \$t Faulkner studies \$w (OCoLC)1568961

9-10

Is the Record for the Same Format?

What to look for:

<u>Description</u>	<u>MARC Tag</u>
Fixed fields form coding	008, 006, and 007
General Material Designation (GMD)	245 \$h (if AACR2)
Physical description	300
Content, media, carrier type	336, 337, 338
Other physical format note	530
Reproduction note	533
Electronic access	856

9-11

Example

Cover:

VANITY FAIR
 March 1999

Table of contents p. 24:

VANITY FAIR
 March 1999 No 463

Masthead page:

Vanity Fair is published by The Condé Nast
 Publications, Inc. Condé Nast Building, 350
 Madison Avenue, New York, New York 10017

9-12

Record 1

Type a ELvl l Srce d GPub Ctrl Lang eng
 BLvl s **Form a** Conf 0 Freq m MRec Ctry nyu
 S/L 0 Orig EntW Regl r Alph a
 Desc a SrTp p Cont DtSt c Dates 1914,9999

007 ## \$a h \$b b \$d b \$e d

010 ## \$a 16012043 \$z sn83003978 \$z sn82003420

040 ## \$a BHP \$b eng \$c BHP

022 0# \$a 0733-8899

130 0# \$a Vanity fair (New York, N.Y.)

222 #0 \$a Vanity fair \$b (New York, N.Y.)

245 10 \$a Vanity fair \$h [microform].

260 ## \$a [New York : \$b Vanity Fair Pub. Co., \$c 1913-

300 ## \$a v. : \$b ill. ; \$c 33-36 cm.

9-13

Record 1 (continued)

336 ## \$a text \$b txt \$2 rdacontent

337 ## \$a microform \$b h \$2 rdamedia

338 ## \$a microfilm cartridge \$b hb \$2 rdacarrier

362 0# \$a [Vol. 1, no. 5 (Jan. 1914)]-

500 ## \$a Imprint varies: New York, NY : Condé Nast Publications,

515 ## \$a Issues for Jan. 1914-Feb. 1936 called also v. 1, no. 9-v. 45,
no. 6.

580 ## \$a Absorbed by: Vogue, Mar. 1936; resumed publication
Mar. 1983 with v. 46, no. 1.

580 ## \$a Issued also in an Italian ed. (with different textual content)
under title: Vanity fair Italia, June 1990-

**533 ## \$a Microfilm. \$b Foster City, CA : \$c Information Access Co.,
\$e cartridges : negative ; 16 mm. \$f (Magazine collection)**

775 1# \$t Vanity fair Italia \$w (DLC) 91648557 \$w (OCoLC)23436101

9-14

Record 2

Type a ELvl l Srce d GPub Ctrl Lang eng
 BLvl s **Form** Conf 0 Freq m MRec Ctry nyu
 S/L 0 Orig EntW Regl r Alph a
 Desc a SrTp p Cont **DtSt c Dates 1914,9999**

010 ## \$a 16012043 //r912 \$z sn 83003978 \$z sn 82003420

022 0# \$a 0733-8899 \$2 1

040 ## \$a ViU \$c ViU ...

042 ## \$a nsdp \$a pcc

050 00 \$a AP2 \$b .V3

130 0# \$a Vanity fair (New York, N.Y.)

210 0# \$a Vanity fair \$b (N. Y. N. Y.)

222 #0 \$a Vanity fair \$b (New York, N.Y.)

245 10 \$a Vanity fair.

9-15

Record 2 (continued)

260 ## \$a [New York : \$b Vanity Fair Pub. Co., \$c 1913-

300 ## \$a v. : \$b ill. ; \$c 33-36 cm.

310 ## \$a Monthly

362 0# \$a [Vol. 1, no. 5 (Jan. 1914)]-

500 ## \$a Imprint varies: N.Y., N.Y. : Condé Nast Publications

515 ## \$a Issues for Jan. 1914-Feb. 1936 called also v. 1, no. 9-v. 45, no. 6.

515 ## \$a Issues for Mar. 1983-July 1995 called v. 46, no. 1-v. 58, no. 7; for Aug. 1999- called no. 420-

9-16

Record 2 (continued)

580 ## \$a Absorbed by: Vogue, Mar. 1936; resumed publication Mar. 1983 with v. 46, no. 1.

580 ## \$a Issued also in an Italian ed. (with different textual content) under title: Vanity fair Italia, June 1990-

775 1# \$t Vanity fair Italia \$w (DLC) 91648557

\$w (OCoLC)23436101

780 00 \$t Dress & vanity fair \$w (OCoLC)8337438

\$w (DLC)sf 83000003

785 14 \$t Vogue \$x 0042-8000 \$g Mar. 1936-Feb. 1983

\$w (DLC) 08036997 \$w (OCoLC)1769261

9-17

Do the dates fit?

What to look for:

<u>Description</u>	<u>MARC Tag</u>
Dates of coverage	Fixed field dates (008)
Publication dates	264 \$c (or 260 \$c)
Designation(s)	362
Description based on note	500 or 588
Latest issue consulted note	500 or 588
Other notes	5XX

9-18

Issue in hand for March 1999:

Type a	ELvl	Srce d	G Pub	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq m	MRec	Ctry nyu
S/L 0	Orig	EntW	Regl r	Alph a	
Desc a	SrTp p	Cont	DtSt c	Dates	1914,9999

010 ## \$a 16012043 //r912 \$z sn 83003978 \$z sn 82003420
 022 0# \$a 0733-8899 \$2 1
 040 ## \$a ViU \$c ViU ...
 042 ## \$a nsdp \$a lc
 050 00 \$a AP2 \$b .V3

130 0# \$a Vanity fair (New York, N.Y.)
 210 0# \$a Vanity fair \$b (N. Y. N. Y.)
 222 #0 \$a Vanity fair \$b (New York, N.Y.)
 245 10 \$a Vanity fair.

9-19

Example (continued)

260 ## \$a [New York : \$b Vanity Fair Pub. Co., \$c 1913-

300 ## \$a v. : \$b ill. ; \$c 33-36 cm.

310 ## \$a Monthly

362 0# \$a [Vol. 1, no. 5 (Jan. 1914)]-

500 ## \$a Imprint varies: N.Y., N.Y. : Condé Nast Publications

515 ## \$a Issues for Jan. 1914-Feb. 1936 called also v. 1, no. 9-
 v. 45, no. 6.

515 ## \$a Issues for Mar. 1983-July 1995 called v. 46, no. 1-v. 58,
 no. 7; for Aug. 1999- called no. 420-

9-20

Example (continued)

580 ## \$a Absorbed by: Vogue, Mar. 1936;

resumed publication Mar. 1983 with v. 46, no. 1.

580 ## \$a Issued also in an Italian ed. (with different textual
 content) under title: Vanity fair Italia, June 1990-

775 1# \$t Vanity fair Italia \$w (DLC) 91648557

\$w (OCoLC)23436101

780 00 \$t Dress & vanity fair \$w (OCoLC)8337438

\$w (DLC)sf 83000003

785 14 \$t Vogue \$x 0042-8000 \$g Mar. 1936-Feb. 1983

\$w (DLC) 08036997 \$w (OCoLC)1769261

9-21

Is the record RDA?

What to look for:

MARC coding for RDA bibliographic records:

040 ## \$a ____ \$b eng \$e **rda** \$c ____

PCC practice:

Code for (and use) ISBD punctuation:

Leader/18: **value "I"**

9-22

How authoritative is the record?

• CONSER authentication codes (042 field):

Specific agencies:

pcc	Program for Cooperative Cataloging
lcac	LC Annotated Children's Cataloging Program
nlc	Library and Archives of Canada (formerly National Library of Canada)
nsdp	National Serials Data Program (US ISSN Center)
isds/c	ISSN Canada

Name heading status:

msc	Descriptive elements verified, but one or more headings not in the LC Name Authority File
-----	--

9-23

How authoritative is the record?

• CONSER authentication codes (042 field):

Other:

lccopycat	Library of Congress copy cataloging
-----------	-------------------------------------

premarc	Library of Congress recon record
---------	----------------------------------

x ...	Codes that begin with an "x" mean the title is not considered to be a serial or the institution has not treated it as a serial
-------	---

9-24

How authoritative is the record?

What to look for:

LCCN (010 field):

Unprefixed LC (or CONSER after 2000)

010 ## \$a 2006223520

sn- prefix US ISSN Center or other CONSER member
(prior to 2000)

010 ## \$a sn82003420

c-- National Library of Canada

010 ## \$a ce95700239

9-25

What else?

What to look for:

Description

MARC Tag

Call numbers

050, 082, 090, etc.

Subject headings

6XX

Earlier and/or later titles

780 and/or 785

Related titles

Other 76X-78X linking
fields

9-26

Example

Type a **ELVI 8** Srce d Pub Ctrl Lang eng
BLvl s Form o Conf ■ Freq q MRec Ctry nju
S/L 0 Orig EntW Regl r Alph a
Desc i SrTp p Cont DtSt c Dates 2015,9999

006 m o d

007 ## \$a c \$b r

010 ## \$a 2013273657

040 ## \$a DLC \$b eng \$e rda \$c DLC

012 ## \$l 1

022 0# \$a 2332-7790 \$2 1

042 ## \$a msc

050 10 \$a ISSN RECORD

245 00 \$a IEEE transactions on big data.

9-27

Example (continued)

246 1# \$a Transactions on big data.
263 ## \$a 201501
 264 #1 \$a Piscataway, NJ : \$b Institute of Electrical and
 Electronics Engineers, Inc. \$c 2019-
 310 ## \$a Quarterly
 336 ## \$a text \$b txt \$2 rdacontent
 337 ## \$a computer \$b c \$2 rdamedia
 338 ## \$a online resource \$b cr \$2 rdacarrier
 710 2# \$a Institute of Electrical and Electronics Engineers.
936 ## \$a PREPUB: publication expected: Jan. 2015

9-28

Pre-AACR2 caveats

- **Truncated titles:**
 - On piece:
 - Annual report.
 - Quarterly statistics of the Finance Department.
- **Transcription:**
 - Report.
 - Statistics.
- **Initialisms:**

245 00 \$a GQ, Gentleman's quarterly.

9-29

More pre-AACR2 caveats

Use of the 247 for slight title variations:

245 00 \$a Bulletin - Council on Library Resources.
247 01 \$a Bulletin of the Council on Library Resources
 500 ## \$a Title varies slightly.

9-30

Latest entry records

- Description is based on latest issue
- Earlier title changes are included in 247 fields
- Earlier issuing bodies in 550 note
- New records created for mergers and splits

9-31

Latest Entry Record

Type a	Elvl	Src	d	G Pub	Ctrl	Lang eng
Blvl s	Form	Conf	0 Freq m	M Rec	C try nyu	
S/L 1	Orig	EntW	Regl n	Alph		
Desc	SrTp p	Cont	DtSt d	Dates 1926,1992		

010 ## \$a 29015619//r643

022 ## \$a 0004-4059

245 ## \$a Arts magazine.

247 ## \$a Art digest \$f Nov. 1926-July 1954

247 ## \$a Arts digest \$f Aug. 1954-Sept. 1955

247 ## \$a Arts \$f Oct. 1959-May/June 1961

260 ## \$a [New York, etc. \$b Art Digest Inc.]

362 0# \$a v. 1-66, no. 7; Nov. 1926-Mar 1992.

9-32

Summary

- When selecting copy, look for:
 - Physical format
 - RDA descriptive conventions
 - Successive entry cataloging
- In comparing records, look for:
 - ISSN
 - Title proper and dates
 - Publication information
 - CONSER-authenticated copy

9-33

Additional slides (related to OCLC)

9-34

OCLC: Parallel Language Record

Continuing Resources		Rec Stat	c	Entered	19950405	Replaced	20061016090155.9
Type	a	Elvl	M	Srcr	d	GPub	Ctrl
Blvl	s	Form		Conf	0	Freq	u
S/L	0	Orig		EntW		Regl	u
Desc		Scrp	p	Cont		DtSt	d
						Alph	
						Dates	1971,1971
						Lang	und
						Ctry	nyu

040 NLGGC \$e fobidrtb \$b dut \$c NLGGC

029 0_ NLGGC \$b 11817286X

049 CLUM

245 00 Today's cinema : \$b the paper of the entertainment industry.

248 3_ Kine weekly

260 New York, \$c 1971.

300 dl. \$c 4"

580 Uitgeg. met. Kine weekly.

787 18 \$t Kine weekly

9-35

OCLC: Institutional Records

14. Cruise magazine (Detroit, Mich.) Cruise magazine. Detroit, Mich. : T. Rome Enterprises v. : ill. ; 22 cm. [SERIAL] OCLC: 26700289, Holdings: 5, Other IIRs: 1

Continuing Resources		Rec Stat	c	Entered	19920930	Replaced	20040527012705.0
Type	a	Elvl	M	Srcr	d	GPub	Ctrl
Blvl	s	Form		Conf	0	Freq	u
S/L	0	Orig		EntW		Regl	u
Desc		Scrp	p	Cont		DtSt	d
						Alph	
						Dates	1984,1986
						Lang	eng
						Ctry	niu

040 EEM \$c EEM \$d NS

043 n-us-mi

090 HQ75 \$b C7

049 CLUM

130 0_ Cruise magazine (D

245 10 Cruise magazine

260 Detroit, Mich. : \$b T

300 v. : \$b ill. ; \$c 22 cm

382 0_ -v. 8, no. 29 (July 30

500 Description based o

650 0_ Gay men \$z Michig

650 0_ Lesbians \$z Michig

651 0_ Detroit (Mich.) \$x S

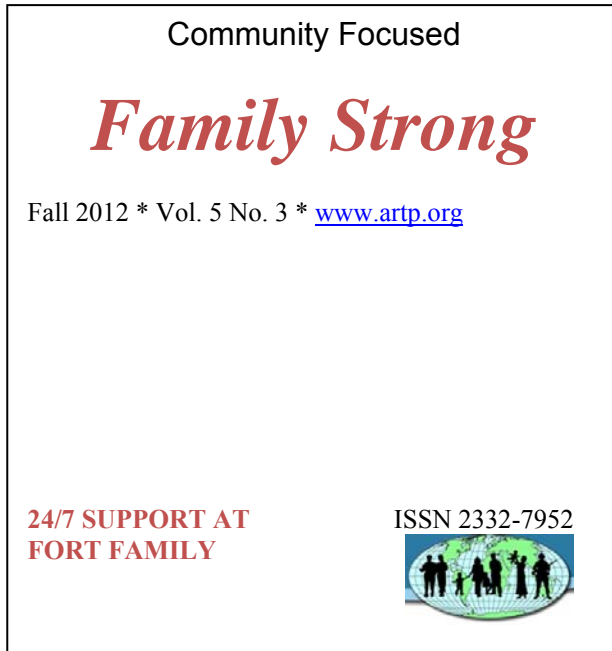
9-36

Module 9 Exercises

Compare the bibliographic information about the issue in hand given in the following pages with the copy provided. The copy may not include all MARC tags.

Exercise 1

Cover:



Page 4 of cover:

Office of the Chief, Army Reserve
ATTN: Family Programs Directorate
6075 Goethals Road
Building 1902, Office 100-32
Fort Belvoir, VA 22060-5231

Family Strong is published quarterly. The contents are informative and not regulatory or directive. Viewpoints expressed are those of the authors and do not necessarily reflect the policy of the Army Reserve.

Type a	ELvl	Srce d	GPub f	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq q	MRec	Ctry nc
S/L 0	Orig ■	EntW	Regl r	Alph a	
Desc i	SrTp p	Cont	DtSt c	Dates	200u,9999

010 ## \$a 2013230556

040 ## \$a WIH \$b eng \$e rda \$c WIH \$d OCLCQ \$d GPO \$d DLC \$d OCLCF

022 0# \$a 2332-7952 \$2 1

042 ## \$a pcc a nsdp

043 ## \$a n-us---

050 10 \$a ISSN RECORD

074 ## \$a 0325-A-09

082 10 \$a 355 \$2 23

086 0# \$a D 101.159:

222 #0 \$a Family strong \$b (Print)

245 00 \$a Family strong.

264 #1 \$a Fort Bragg, NC :\$ b U.S. Army Reserve Command

300 ## \$a volumes : \$b color illustrations ; \$c 28 cm

310 ## \$a Quarterly

336 ## \$a text \$b txt \$2 rdacontent

337 ## \$a unmediated \$b n \$2 rdamedia

338 ## \$a volume \$b nc \$2 rdacarrier

588 ## \$a Description based on: Vol. 2, no. 1 (fall 2008); title from cover.

588 ## \$a Latest issue consulted: Vol. 6, no. 2 (2013).

650 #0 \$a Military dependents \$x Services for \$z United States \$x Periodicals.

650 #0 \$a Families of military personnel \$x Services for \$z United States \$x Periodicals.

650 #0 \$a Soldiers \$x Family relationships \$z United States \$x Periodicals.

610 10 \$a United States. \$b Army \$x Military life \$x Periodicals.

Circle one. The copy fits: Yes No

List your reasons:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Exercise 2

Top of page [1]:

vol. 29 nos. 2-4 december 2007

newsletter of the

North Carolina Folklore Society

Hiddenite Center
Box 311
Hiddenite, NC 28636-0311

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng
BLvl	s	Form	Conf	0	Freq	q	MRec	Ctry: ncu
S/L	0	Orig	EntW:	Regl	x	Alph	a	
Desc	a	SrTp	p	Cont:	DtSt	c	Dates	1977,9999
010	##	\$a	97645992	\$z	sn86014420			
040	##	\$a	NSD	\$c	NSD	\$d	NST	\$d IXA \$d DLC
012	##	\$i	9710	\$l	1	\$z	d	
022	0#	\$a	0888-6121					
042	##	\$a	nsdp	\$a	lc			
043	##	\$a	n-us-nc					
050	00	\$a	GR110.N8	\$b	N49	\$u	<AFC>	
082	1#	\$a	390	\$2	11			
210	0#	\$a	NewsL. N.C. Folk. Soc.					
222	#0	\$a	Newsletter of the North Carolina Folklore Society					
245	00	\$a	Newsletter of the North Carolina Folklore Society.					
260	##	\$a	Boone, NC :	\$b	North Carolina Folklore Society,	\$c	1977-	
300	##	\$a	v. ;	\$c	28 cm.			
310	##	\$a	3 or 4 no. a year,	\$b	1986-			
321	##	\$a	Irregular,	\$b	1977-1985			
362	0#	\$a	Vol. 1, no. 1 (5 Feb. 1977)-					
500	##	\$a	Title from caption.					
500	##	\$a	Latest issue consulted: Vol. 30, no. 3 (Sept. 2008).					
515	##	\$a	Some issues do not have a numeric designation.					
650	#0	\$a	Folklore	\$z	North Carolina	\$v	Periodicals.	
610	20	\$a	North Carolina Folklore Society	\$v	Periodicals.			
651	#0	\$a	North Carolina	\$x	Social life and customs	\$v	Periodicals.	
710	2#	\$a	North Carolina Folklore Society.					
850	##	\$a	DLC	\$a	DeU	\$a	MidW	\$a TxU \$a UU \$a ViBibV

Circle one. The copy fits: Yes No

List your reasons:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Note that this does NOT follow the CONSER Standard Record guidelines. But you can still use it.

Exercise 2

Cover:



Page [5] table of contents:

Conscious Choice © is published monthly by Conscious Enlightenment 920 N. Franklin, Suite 202, Chicago, IL 60610.

Page 6 editorial matter sidebar:

Conscious Choice was created in 1988 to encourage people to take personal responsibility in their lives.

Type	a	ELvl	I	Srce	d	GPub		Ctrl		Lang	eng
BLvl	s	Form		Conf	■	Freq	■	MRec		Ctry	ilu
S/L	0	Orig	■	EntW		Regl	■	Alph			
Desc	a	SrTp	p	Cont		DtSt	c	Dates	19uu,9999		

040 ## \$a GZD \$b eng \$c GZD

245 00 \$a Conscious choice.

260 ## \$a Chicago, IL : \$b Conscious Choice

310 ## \$a Bimonthly

500 ## \$a "Resources for responsible decision making."

588 ## \$a Description based on: Vol. 5, no. 6 (Nov./Dec. 1992) ; title from cover.

588 ## \$a Latest issue consulted: Vol. 5, no. 6 (Nov./Dec. 1992).

650 #0 \$a Holistic medicine \$v Periodicals.

650 #0 \$a Alternative medicine \$v Periodicals.

650 #0 \$a Health \$v Periodicals.

650 #0 \$a Social ecology \$v Periodicals.

Circle one. The copy fits: Yes No

List your reasons:

- 1.
- 2.
- 3.
- 4.
- 5.

Note: This follows the AACR2 CONSER Standard Record guidelines.

Exercise 3

Cover:

Cover:

July 1998

Ebony

Table of contents page:

Ebony incorporating ***Black World Magazine*** (ISSN 0012-9011)

July 1998 Vol. LIII, No. 9

Masthead:

Vol. LIII, No. 9 July 1998

Publisher: John H. Johnson

Printed in USA

Cover:

July 2013

Ebony

Masthead:

Vol. LXVIII, No. 9 July 2013

Publisher: Johnson Publishing Company

Printed in USA

Type a	ELvl	Srce d	G Pub	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq m	MRec	Ctry: ilu
S/L 0	Orig	EntW:	Regl r	Alph a	
Desc	SrTp p	Cont:	DtSt c	Dates	1945,9999

010 ## \$a 52042074
 022 0# \$a 0012-9011
 040 ## \$a MnMULS \$c MnMULS \$d CtY \$d NSDP \$d DLC \$d NSDP \$d DLC
 \$d OcoLC \$d NST \$d AIP \$d NSDP \$d AIP \$d NST \$d NSDP \$d NST
 \$d NSDP \$d OcoLC \$d OCU-M
 042 ## \$a nsdp \$a pcc
 043 ## \$a n-us---
 050 00 \$a AP2\$b.E165
 210 0# \$a Ebony
 222 #0 \$a Ebony
 245 00 \$a Ebony.
 260 ## \$a [Chicago, \$b Johnson Pub. Co., etc.]
 265 ## \$a 820 South Michigan Ave., 60605 {265 obsolete; use 037}
 300 ## \$b ill., ports.\$c35 cm.
 350 ## \$a \$10.00 (U.S.) \$a \$11.00 (foreign) {350 obsolete; use 037}
 362 0# \$a v. 1- Nov. 1945-
 515 ## \$a Some irregularities in numbering; some numbers in vol. 29 incorrectly
 numbered vol. 30.
 650 #0 \$a African Americans \$v Periodicals.

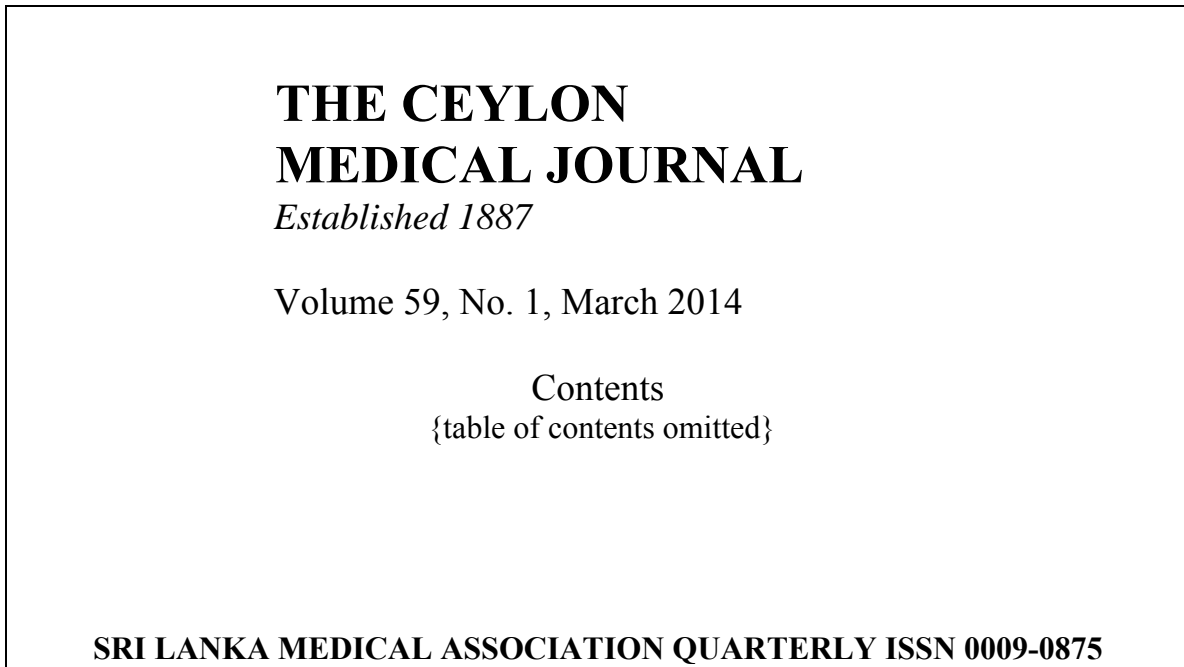
Circle one. The copy fits: Yes No

List your reasons:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Exercise 4

Cover:



Page 128:

Published by
The Sri Lanka Medical Association
Colombo
Sri Lanka

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng	
BLvl	s	Form	Conf	0	Freq	q	MRec	Ctry	ce
S/L	0	Orig	EntW		Regl	r	Alph		
Desc		SrTp	p	Cont	DtSt	c	Dates	1952,9999	

010 ## \$a sn 86012860
 022 ## \$a 0009-0875 \$2 z
 040 ## \$a MnMULS \$c MnMULS \$d CU-UC \$d RCS \$d AIP \$d NST
 042 ## \$a nsdp
 060 0# \$aW1 CE945
 210 0# \$a Ceylon med. j.
 222 #0 \$a Ceylon medical journal
 245 00 \$a Ceylon medical journal.
 260 ## \$a Colombo, \$b Ceylon Medical Association.
 362 0# \$a new series, v. 1- May 1952-
 650 #0 \$a Medicine \$v Periodicals.
 710 20 \$a Ceylon Medical Association.
 780 02 \$a British Medical Association. Ceylon Branch. \$t Journal

Circle one. The copy fits: Yes No

List your reasons:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Exercise 5

Cover of the April 2008 print issue in hand:



Table of Contents page:

April 2008

Popular
Science

Founded in 1872 * Volume 272 * Number 4
ISSN 0161-7370

A search produced two records. Which is the better choice for the bibliographic data above and why?

Record 1

Type a	ELvl	Srce d	G Pub	Ctrl	Lang eng
BLvl s	Form a	Conf 0	Freq u	MRec	Ctry: miu
S/L 0	Orig	EntW:	Regl u	Alph a	
Desc a	SrTp	Cont:	DtSt c	Dates 1950,9999	

010 ## \$a sf87090526

007 ## \$a h \$b d \$c u \$d a \$e f \$f b--- \$g b \$h a \$i c \$j a

022 ## \$a 0161-7370

042 ## \$a msc

050 00 \$a Microfilm 06202 \$u <MicRR>

130 0# \$a Popular science (New York, N.Y.)

222 #0 \$a Popular science \$b (New York)

245 10 \$a Popular science \$h [microform].

246 13 \$a Popular science monthly

260 ## \$a [New York, N.Y. : \$b Popular Science Pub. Co., \$c 1950-

300 ## \$a v. : \$b ill. ; \$c 24-29 cm.

310 ## \$a Monthly

362 0# \$a [Vol. 157, no. 1] (July 1950)-

533 ## \$a Microfilm. \$b Ann Arbor, Mich. : \$c University Microfilms International. \$e microfilm reels ; 35 mm.

650 #0 \$a Science \$v Periodicals.

650 #0 \$a Technology \$v Periodicals.

780 00 \$t Popular science monthly (New York, N.Y. : 1900) \$w (DLC)sf8790524 \$w (OCoLC)7641313

Record 2

Type a ELvl Sree d GPub Ctrl Lang eng
 BLvl s Form Conf 0 Freq m MRec Ctry: nyu
 S/L 0 Orig EntW: Regl r Alph a
 Desc a SrTp p Cont: DtSt c Dates 1950,9999
 010 ## \$a 81640658 \$z sc78000900 \$z sn78004685
 022 0# \$a 0161-7370
 042 ## \$a lc \$a nsdp
 050 00 \$a AP2 \$b .P8
 082 ## \$a 505
 130 0# \$a Popular science (New York, N.Y.)
 210 0# \$a Pop. sci. \$b (N.Y. N.Y.)
 222 #0 \$a Popular science \$b (New York, N.Y.)
 245 10 \$a Popular science.
 246 13 \$a Popular science monthly
 260 ## \$a [New York, N.Y. : \$b Popular Science Pub. Co., \$c 1950-
 265 ## \$a Popular Science, Box 2871, Boulder, CO 80322 {265 obsolete; use
 037}
 300 ## \$a v. : \$b ill. ; \$c 24-29 cm.
 310 ## \$a Monthly
 362 0# \$a [Vol. 157, no. 1] (July 1950)-
 500 ## \$a Title from cover.
 500 ## \$a Publisher varies: Times Mirror Magazines, <Mar. 1986->
 530 ## \$a Available also in microform.
 650 #0 \$a Science \$v Periodicals.
 650 #0 \$a Technology \$v Periodicals.
 650 #2 \$a Science \$v periodicals.
 650 #2 \$a Technology \$v periodicals.
 780 00 \$t Popular science monthly (New York, N.Y. : 1900) \$w (DLC)
 01008317 \$w (OCoLC)4179801
 936 ## \$a Vol. 228, no. 3 (Mar. 1986) LIC

Which record best fits the piece in hand? Record 1 Record 2

Although the ISSN and title match both records, the first record is for a microform and the second is for the print version of the journal.

1. It is a serial record.
2. It is successive entry, cataloged according to a pre-RDA code (AACR2)
3. The title matches
4. The dates match.
5. The enumeration fits.
6. The ISSN matches.

Note: This record not cataloged according to CONSER Record Standard guidelines

Exercise 6

Cover:

THE SATURDAY EVENING POST

Founded A.D. 1728 by Benjamin Franklin

March/April 2013

Table of contents:

THE SATURDAY
EVENING POST

Founded A.D. 1728 by Benjamin Franklin

March/April 2013 Vol. 285, No. 2

The Saturday Evening Post (ISSN: 0048-9239) is published bimonthly by the Benjamin Franklin Literary & Medical Society, Inc., at 1100 Waterway Boulevard, P.O. Box 567, Indianapolis, IN 46202.

A search produced two records. Which is the better choice for the bibliographic data above and why?

Record 1

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng
BLvl	s	Form	Conf	0	Freq	w	MRec	Ctry: pau
S/L	0	Orig	e	EntW:	Regl	r	Alph	
Desc	a	SrTp	n	Cont:	DtSt	d	Dates	1821,1830

010 ## \$a sn83025932 \$z sn84026131
 042 ## \$a lcd \$a msc
 043 ## \$a n-us-pa
 090 ## \$a AP2 \$b .S2
 130 0# \$a Saturday evening post (Philadelphia, Pa. : 1821)
 245 14 \$a The Saturday evening post.
 246 13 \$a Evening post
 260 ## \$a Philadelphia [Pa.] : \$b Atkinson & Alexander, \$c -1830.
 300 ## \$a v.
 310 ## \$a Weekly
 362 1# \$a Began Aug. 4, 1821.
 362 0# \$a -v. 9, whole no. 491 (Dec. 25, 1830).
 500 ## \$a Description based on: Vol. 1, no. 3 (Aug. 18, 1821).
 500 ## \$a Publishers: Atkinson & Alexander, Aug. 18, 1821-Feb. 23, 1828;
 Samuel Coate Atkinson, Mar. 1, 1828-1830.
 525 ## \$a Supplements accompany some issues and are called: Saturday evening
 post - Extra.
 530 ## \$a Available on microfilm from UMI, as part of the American Periodical
 series, 1800-1850.
 651 #0 \$a Philadelphia (Pa.) \$v Newspapers.
 700 1# \$a Atkinson, Samuel Coate.
 752 ## \$a United States \$b Pennsylvania \$c Philadelphia \$d Philadelphia.
 785 00 \$t Atkinson's Saturday evening post (Philadelphia, Pa. : 1831) \$w
 (DLC)sn 84026168 \$w (OCoLC)7335088

Record 2

Type a	ELvl	Srce d	GPub	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq m	MRec	Ctry: inu
S/L 0	Orig	EntW:	Regl r	Alph a	
Desc a	SrTp p	Cont:	DtSt c	Dates	1839,9999

010 ## \$a 55019956//r84
 022 0# \$a 0048-9239
 042 ## \$a lc \$a nsdp
 050 00 \$a AP2 \$b .S2
 130 0# \$a Saturday evening post (Philadelphia, Pa. : 1839)
 210 0# \$a Saturday evening post \$b (1839)
 222 #4 \$a The Saturday evening post \$b (1839)
 245 14 \$a The Saturday evening post.
 246 10 \$a United States Saturday post
 260 ## \$a Philadelphia : \$b G. Graham, \$c 1839-
 265 ## \$a Benjamin Franklin Literary & Medical Society, 1100 Waterway
 Blvd., P.O. Box 567, Indianapolis, IN 46202 {265 obsolete; would now
 use 037}
 300 ## \$a v. : \$b ill. ; \$c 27-79 cm.
 310 ## \$a Bimonthly, \$b <Nov./Dec. 1991->
 321 ## \$a Frequency varies, \$b 1839-<July/Aug. 1980>
 362 0# \$a Vol. 18, no. 954 (Nov. 9, 1839)-
 500 ## \$a Published: Curtis Pub. Co., <1899->; Indianapolis, Ind. :
 Saturday Evening Post Society, 1971-
 500 ## \$a Some numbers around 1842-1843 have title: United States Saturday
 post.
 500 ## \$a Title from caption.
 515 ## \$a Vol. numbering omitted Nov. 3, 1855-<July 7, 1877>.
 515 ## \$a Vol. numbering changed from v. 77 to v. 170, no. 31 with Jan. 29, 1898
 issue.
 515 ## \$a Suspended publication Feb. 9, 1969-spring 1971.
 515 ## \$a Issues for summer and autumn 1971 unnumbered but constitute v.
 243, no. 1-2.
 651 #0 \$a Philadelphia (Pa.) \$v Newspapers.
 752 ## \$a United States \$b Pennsylvania \$c Philadelphia \$d Philadelphia
 780 00 \$t Atkinson's evening post and Philadelphia Saturday news \$w
 (OCOLC)10312674 \$w (DLC)sn 84026167
 780 05 \$t Country gentleman \$x 0147-4928 \$w (DLC) 77649610 \$w
 (OCOLC)3175159
 936 ## \$a v. 263, no. 7

Which record best fits the piece in hand? Record 1 Record 2

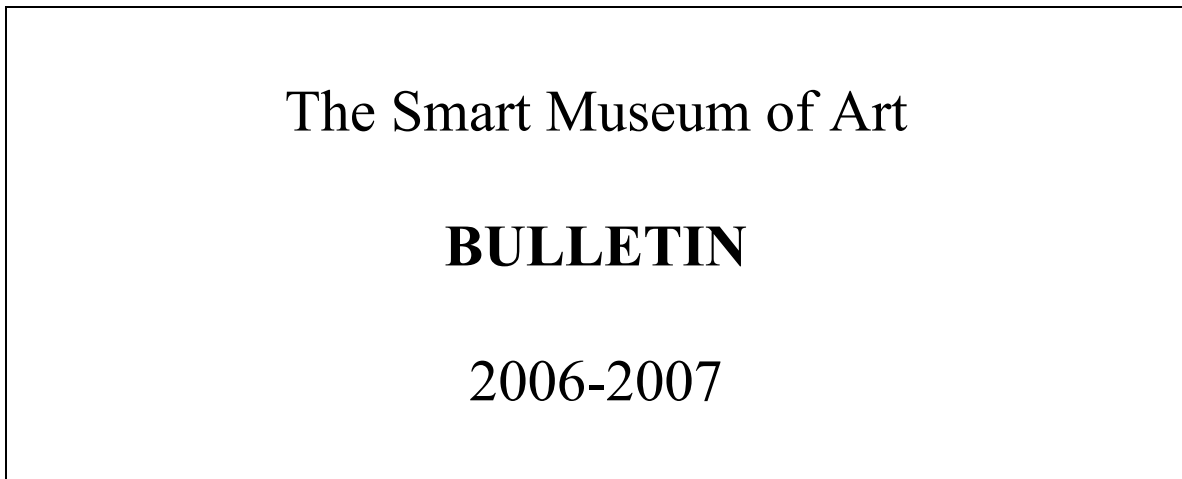
List your reasons

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

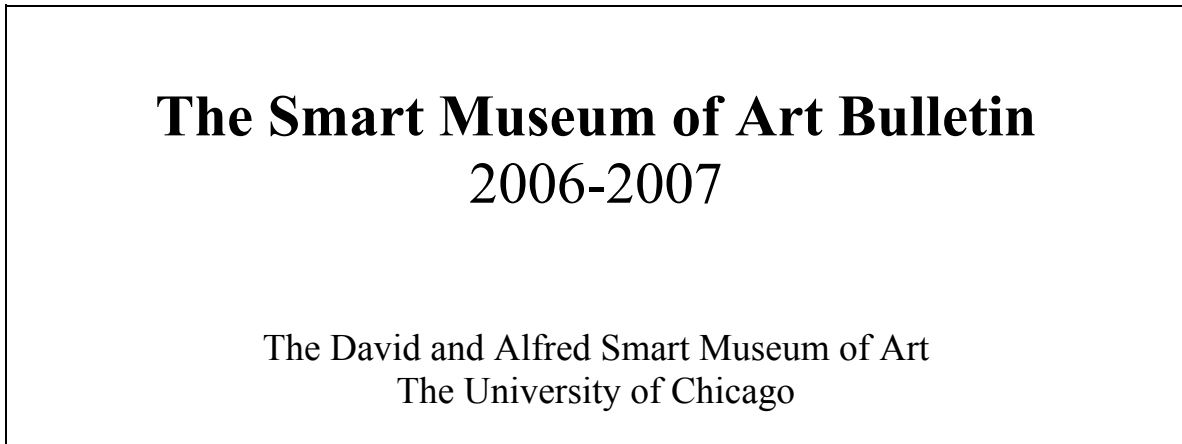
Note: These records not cataloged according to CONSER Standard Record guidelines

Exercise 7

Cover:



Title page:



Page [2]:

Volume 18, 2006/2007

Copyright ©2007 by the David and Alfred

Smart Museum of Art, The University of
Chicago, 5570 South Greenwood Avenue,
Chicago, Illinois, 60637.
ISSN: 1099-2413

Does the following record match the bibliographic data above?

```

Type a   ELvl   Sree d   GPub   Ctrl   Lang eng
BLvl s   Form   Conf ■   Freq ■   MRec   Ctry: ilu
S/L 0    Orig ■   EntW:   Regl ■   Alph a
Desc i   SrTp   Cont:   DtSt c   Dates 1996,9999
010 ## $a sn98002137
040 ## $a NSD $b eng $e rda $c NSD
022 0# $a 1099-2413 $2 1
037 ## $b David and Alfred Smart Museum of Art, Univ. of Chicago, 5550 S.
      Greenwood Ave., Chicago, IL 60637
042 ## $a nsdp $a pcc
082 10 $a 708 $2 12
210 0# $a Smart Museum Art bull.
222 #4 $a The Smart Museum of Art bulletin
245 04 $a The Smart Museum of Art bulletin.
264 #1 $a Chicago, Illinois : $b David and Alfred Smart Museum of Art, The
      University of Chicago, $c [1995]-
310 ## $a Annual
336 ## $a text $b txt $2 rdacontent
337 ## $a unmediated $b n $2 rdamedia
338 ## $a volume $b nc $2 rdacarrier
362 1# $a Began with Volume 7 (1995/1996).
500 ## $a Description based on: Volume 7 (1995/1996); title from title page
500 ## $a Latest issue consulted: Volume 8 (1996/1997).
710 2# $a David and Alfred Smart Museum of Art, $e issuing body.
780 00 $t Bulletin (David and Alfred Smart Museum of Art) $x 1067-8808 $w
      (DLC) 93644233

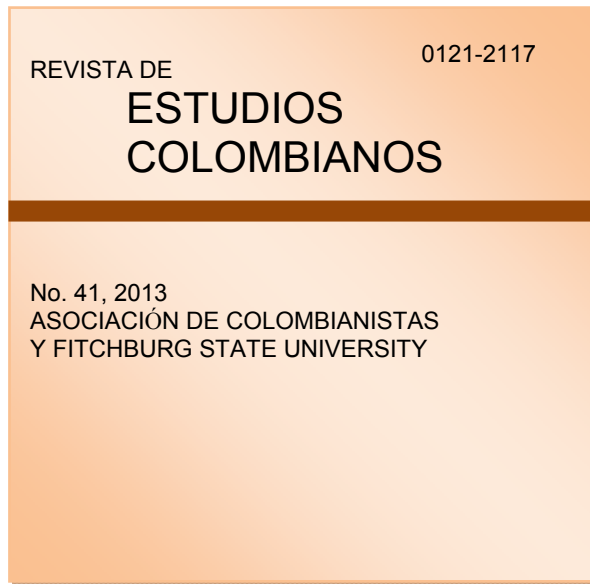
```

Circle one. The copy fits: Yes No

List your reasons:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Exercise 8



Does the following record match the bibliographic data above?

```

Type a  ELvl   Srce d  GPub   Ctrl   Lang spa
BLvl s  Form   Conf 0   Freq s  MRec   Ctry ck
S/L 0    Orig   EntW    Regl r  Alph a
Desc a   SrTp p   Cont    DtSt d   Dates 1986,1991
010 ## $a 87655069 $z sn 87362299
040 ## $a PIT $b eng $c PIT $d DLC $d HUL $d NST $d DLC $d NST
022 ## $a 0121-2117 $l 0121-2117
041 0# $a eng $a spa
042 ## $a pcc
043 ## $a s-ck---
050 00 $a PQ8160 $b .R48
245 00 $a Revista de estudios colombianos / $c Asociación de Colombianistas Norteamericanos.
260 ## $a [Bogotá, Colombia] : $b Plaza & Janés, $c [1986?]-1991.
300 ## $a 10 v. : $b ill. ; $c 28 cm.
310 ## $a Semiannual
362 0# $a [No 1]-no 10.
500 ## $a Title from cover.
500 ## $a Imprint varies.
515 ## $a First issue is not numbered or dated.
546 ## $a English and Spanish.
650 #0 $a Colombian literature $x History and criticism $v Periodicals.
710 2# $a Asociación de Colombianistas Norteamericanos.
785 00 $t Revista de estudios colombianos y latinoamericanos $w (DLC) 95656258 $w
      (OCoLC)26023155
  
```

Circle one. The copy fits: Yes No

List your reasons:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

10: Working with Copy

1. Change over time
2. Criteria for editing copy
3. Some guidelines to keep in mind
4. Categories of maintenance

10-1

Change over time

- How to maintain existing records?
- How do we accommodate change?
- Using existing copy
 - How to edit?
 - RDA & AACR2/CSR records
 - Pre-AACR2 successive entry records
- When to consider re-describing to RDA?

10-2

Criteria for editing copy

- Local policies
- Changes to report to your utility?
- Added value for end users and processing staff
- Other fields may need editing:
 - Input standards for local system and utility
 - Reports derived from your system

10-3

Keep in mind ...

- Do not edit records to conform to new standard
- Do not delete data unless incorrect
- Maintain changes that affect access to the record
- Records may contain a mix of old and new practices (as always)

10-4

Categories of maintenance

- ISSN
- Access points:
 - Variant titles
 - Issuing bodies
 - Series
- Place of publication/publisher
- Numbering
- Frequency
- Other changes
- Hybrid records
- Pre-AACR2 maintenance

10-5

ISSN (022 field)

022 0# \$a 0363-0277 \$l 0363-0277 \$y 0000-0027
\$y 0363-00277 \$2 1

\$a = valid ISSN
\$l = ISSN-l
\$m = canceled ISSN-l
\$y = incorrect ISSN
\$z = canceled ISSN
\$2 = ISSN Center

10-6

Variant titles

Coding for **CONSER Standard Record**:

- 245 00 \$a Title
- 246 1# \$i Issues for ... have title: \$a [later title]
- 246 1# \$i Issues for ... have English title: \$a [later parallel title]
- 246 1# \$a [variant title] \$f <Nov. 2011->

Example

245 00 \$a Géologie de la France
 246 1# \$i Issues for 1988-1989 have title: \$a Géol. Fr.
 246 1# \$i Issues for 1994-2000 have also English title: \$a Geology of France and surrounding areas
 246 1# \$a GFSA \$f <1995> -1999

10-7

Variant titles, examples

- Variant titles

245 10 \$a Annual report
 246 1# \$a **NAVISTAR annual report \$f 1990-**

- “Minor” variations in title proper

245 00 \$a Openhouse
 246 1# \$i Issues for 2006- have title: \$a Open house

10-8

Parallel titles

- Parallel titles (CSR):

245 00 \$a Groundwater series
 246 11 \$a Grondwaterreeks
500 ## \$a Order of titles varies with language of text.

245 00 \$a Electric power in Canada.
246 1# \$i Issues for 1969- have also French title:
\$a Energie électrique au Canada

10-9

Fluctuating titles

245 00 \$a Knitting times.

246 1# \$i Some volumes, 1980- have title:
\$a Knitting times newsweekly

246 1# \$i One issue each month, Mar. 24, 1980-
has title: \$a Apparel world

245 10 \$a TIMS/ORSA bulletin.

246 1# \$i Alternating issues called: \$a ORSA/TIMS
bulletin

10-10

Pop Quiz!

245 00 \$a Publicaciones del Observatorio del Ebro.

Beginning with volume 47, published in 2012, a parallel title also appears in English:

Publications of the Ebro Observatory

10-11

Possible response

245 00 \$a Publicaciones del Observatorio del Ebro

246 1# \$i Volumes for 2012- have also English
title: \$a Publications of the Ebro Observatory

10-12

Issuing body (2.20.3.6.2)

- CONSER practice: [introductory word(s)]:
[information], [dates]

Example

550 ## \$a Issued by: Bureau of Vital Statistics,
1964–1977; by: Bureau of Vital Records, 1978–

10-13

Issuing bodies

245 00 \$a International review for the sociology of sport.
264 #1 \$a Munich : \$b R. Oldenbourg Verlag, \$c [1984]-
362 1# \$a Began with vol. 19, no. 1.

588 ## \$a Description based on: Vol. 19, no. 1; title from ...
710 2# \$a International Committee for Sociology of Sport, \$e
issuing body.

Change: From 1984-1995, the Committee appears on the
preferred source. In volumes issued from 1996 on, the issuing
body appears as: International Sociology of Sport Association

Checking the authority file, the cataloger finds the authority
record for: International Sociology of Sport Association.

10-14

Issuing Bodies

245 00 \$a International review for the sociology of sport.
264 #1 \$a Munich : \$b R. Oldenbourg Verlag, \$c [1984]-
362 1# \$a Began with vol. 19, no. 1.

550 ## \$a *Issued by: International Committee for Sociology of
Sport, 1984-1995; International Sociology of Sport Association,
1996-*

588 ## \$a Description based on: Vol. 19, no. 1; title from ...

588 ## \$a Latest issue consulted: ...

710 ## \$3 1984-1995 \$a International Committee for Sociology
of Sport, \$e issuing body.

710 2# \$3 1996- \$a International Sociology of Sport
Association, \$e issuing body.

10-15

Series

245 00 \$a Cool stars, stellar systems and the sun.
 264 #1 \$a [Cambridge, Mass.] : \$b Smithsonian Astrophysical Observatory
 310 ## \$a Biennial
 362 1# \$a Began with Jan. 31, 1980.
490 1# \$a 1980-1981: SAO special report
490 1# \$a 1983-1987: Lecture notes in physics
490 1# \$a 1989- : Astronomical Society of the Pacific conference series
 830 #0 \$3 1980-1981: \$a SAO special report. \$x 0081-0320
 830 #0 \$3 1983-1987: \$a Lecture notes in physics. \$x 0075-8450
 830 #0 \$3 1989- : \$a Astronomical Society of the Pacific conference series. \$x 1050-3390

10-16

Publisher change (2.8, 2.20.7)

- **Reminder:**
 - Existing:
 - 260 ## (if 260 is present, leave tag as-is) OR
 - 264 #1 (for RDA record created after August 2011)
 - Add: \$3 Coverage
 - New:
 - 264 21 (intermediate)
 - 264 31 (most recent)
 - \$3 Coverage [recorded]
 - \$a Place : \$b Publisher [transcribed]
 - \$c Date (if ceased) [transcribed]

10-17

Place/Publisher

Country of publication: md

245 00 \$a Camera obscura.

264 #1 \$3 1976- : \$a Berkeley, Calif. : \$b Camera Obscura Collective

264 #1 \$3 <May 1990-> : \$a Baltimore, MD : \$b Johns Hopkins University Press

362 1# \$a Began in 1976.

The last issue of Camera obscura published in MD was: Sept. 1991.

Beginning Jan. 1992, it was published in Bloomington, IN by Indiana University Press.

10-18

Place/Publisher

Country of publication: inu

245 00 \$a Camera obscura.

264 #1 \$3 1976- : \$a Berkeley, Calif. : \$b Camera Obscura Collective

264 21 \$3 <May 1990> -Sept. 1991: \$a Baltimore, MD : \$b Johns Hopkins University Press

264 31 \$3 Jan. 1992- : \$a Bloomington, IN : \$b Indiana University Press

362 1# \$a Began in 1976.

10-19

Exercise: Publisher

Fixed field: 008/15-17 (Ctry): nyu

245	0	0	Cognitive dissidents.
264	1		Rochester, NY : #b The Raving Lunatic Society
336			text #b txt #2 rdacontent
337			unmediated #b n #2 rdamedia
338			volume #b nc #2 rdacarrier
362	1		Began in 1987.
588			Description based on: Volume 1, number 5 (Nov 15, 1987); title from caption.
588			Latest issue consulted: Volume 1, number 5 (Nov 15, 1987).

--By the "February 1990" issue, the place of publication moved to: Tonawanda, NY
--By the "February 1991" issue, the place of publication moved to: Las Vegas, NV

The Raving Lunatic Society remained the publisher throughout the life of the serial.
The latest issue received was: Volume 7, issue #1 (May 15, 1993).

10-20

Exercise: Publisher change (2)

Fixed field: 008/15-17 (Ctry): nvu

245	0	0	Cognitive dissidents.
264	1		\$3 <Nov 15, 1987-> : #a Rochester, NY : #b The Raving Lunatic Society
264	2	1	\$3 <Feb. 1990-> : #a Tonawanda, NY : #b The Raving Lunatic Society
264	3	1	\$3 <Feb. 1991-> : #a Las Vegas, NV : #b The Raving Lunatic Society
336			text #b txt #2 rdacontent
337			unmediated #b n #2 rdamedia
338			volume #b nc #2 rdacarrier
362	1		Began in 1987.
588			Description based on: Volume 1, number 5 (Nov 15, 1987); title from caption.
588			Latest issue consulted: Volume 7, issue #1 (May 15, 1993).

10-21

Numbering (2.6.1, 2.20.5)

- Coding: Partially transcribed
- Reminder: If numbering starts over without series designation, supply [new series]
- Options:
 - 362 1# \$a If have first/last in range
 - 515 ## \$a In all situations

Example 1
362 1# \$a Began with: No 7 (année judiciaire 1998/1999); ceased with no 13 (année judiciaire 2004/2005).

Example 2
362 1# \$a Began with December 1971.
515 ## \$a Issues for <May 2010-> called: <2nd series, volume 1, issue 5->

10-22

Numbering changes = Minor!

Use 362 or 515, whichever is clearer

Example 1: 362 1# \$a Began with: volume 1, number 1 (Jan. 1960); ceased with volume 5, number 6 (June 1964). New series began with volume 1, number 1 (July 1964).

Example 2: 362 0# \$a Vol. 1, no. 1 (Jan. 1960)-v. 5, no. 6 (June 1964) ; [new ser.], v. 1, no. 1 (July 1964)-

If new numbering scheme:

Example 3: 362 1# \$a Began with: no. 1; original numbering ended with no. 15. New numbering began with v. 1, no. 1, published in 1964.

10-23

Frequency (2.14.1.4, 2.20.12)

Coding: Recorded; CONSER practice: keep all

- 310 ## \$a Frequency, \$b coverage [current]
- 321 ## \$a Frequency, \$b coverage [oldest]
- 321 ## \$a Frequency, \$b coverage [next]

10-24

Frequency

310 ## \$a Weekly, \$b Mar. 2007-

321 ## \$a Biweekly, \$b 1989-Feb. 2007

Retag existing frequency note from 310 to 321

Move re-tagged note to position as last 321 note

-- Enter current frequency in 310 field, with \$b to show dates

-- Add subfield \$b to both 310 & 321 to show dates.

10-25

Frequency (continued)

Fixed field: Freq w OR Freq ■
 Regl r Regl ■

310 ## \$a Weekly, \$b Mar. 2007-

321 ## \$a Biweekly, \$b 1989-Feb. 2007

10-26

Frequency: What are the options?

Bibliographic record has:

Fixed field Frequency: ■

Fixed field Regularity: ■

310 ## \$a Semiannual

362 1# \$a Began in 1990.

Publication history:

Semiannual through Dec. 1996.

Quarterly, Jan. 1997 to Dec. 1999.

Monthly, Jan. 2000 to June 2001.

Bimonthly, July/Aug. 2001 to Nov./Dec. 2002.

Issued annually since 2003.

10-27

Frequency: CSR

Fixed field Frequency: ■

Fixed field Regularity: ■

310 ## \$a Annual, \$b 2003-

321 ## \$a Semiannual, \$b 1990-1996

321 ## \$a Quarterly, \$b 1997-1999

321 ## \$a Monthly, \$b 2000-June 2001

321 ## \$a Bimonthly, \$b July/Aug. 2001-2002

10-28

Related manifestations (27.1)

Prefer:

776 08 \$i Issued also on CD-ROM: \$t APIS

\$w (DLC) 00235631 \$w (OCoLC)45040072

Use as appropriate:

530 ## \$a Issued also on CD-ROM.

10-29

Other considerations

- CEG B4
- FF Dates: If most recent issue (or known issue) is older than 3 years:
 - 008/06 (*Status*): u
 - 008/11-14 (*Date2*): uuuu
- Basis of identification: If have later issue than was previously been entered:
 - 588 ## \$a Latest issue consulted:
 - 588 ## \$a Latest issue consulted: ... (*publisher's Web site, viewed ...*).

10-30

Expression-level change (7.29.2.3)

- So far, ALL changes can be accommodated
- Types of change common to serials:
 - Language
 - Script
- Examples:

546 ## \$a Volumes 1-3 in French, volumes 4-7 in German.

546 ## \$a In Azerbaijani (Cyrillic), <1999->; (Latin), <2002-2003>

10-31

Work-level change (Chapter 6)

- Parallel language titles appearing on later issues (6.2.3.4)
- Variant titles that differ significantly from the preferred title and might reasonably be sought (6.2.3.3)
- Nature of the content (7.2.1.3)

10-32

Hybrid: Editing AACR2/CSR records

- Documentation: Post RDA Implementation Guidelines and Standards
<http://www.loc.gov/aba/pcc/>
- May follow RDA conventions to maintain AACR2/CSR records
- May add (or add to) 336-338 fields
- Should create RDA NARs if additional name headings are needed (e.g., issuing body)
- Many changes can be made without re-describing serial using RDA

10-33

Exercise: CSR record maintenance

FF: LDR/18 (Desc) = a 008/18-19 (Freq/Regl) =q/x 008/15-17 (Ctry) = nju

245	0	0	Peabody journal of education.
246	1		#1 Vol. 48, no. 1 (Oct. 1970)-v. 77, no. 4 (2002) also have title: #a PJE
260			Nashville, Tenn. : #b George Peabody College of Teachers, #c c1923-
300			v. ; #c 22-25 cm
310			Four no. a year, #b 1970-
321			Bimonthly, #b 1923-
362	0		Vol. 1, no. 1 (July 1923)-
500			Published: Mahwah N.J. : Lawrence Erlbaum Associates, <v. 71, no. 1->
500			Title from cover.
500			Latest issue consulted: Vol. 78, no. 1 (2003).
555			Vols. 1 (1923)-50 (1973). 1 v.

Issue : Volume 87, issue 4 2012
Philadelphia, PA * Taylor and Francis * Published 5 times a year

10-34

FF: LDR/18 (Desc) = a 008/18-19 (Freq/Regl) =q/x 008/15-17 (Ctry) = pau

245	0	0	Peabody journal of education.
246	1		#1 Vol. 48, no. 1 (Oct. 1970)-v. 77, no. 4 (2002) also have title: #a PJE
260			#3 1923- #a Nashville, Tenn. : #b George Peabody College of Teachers, #c c1923-
264	3	1	#3 <2012-> : #a Philadelphia, PA: #b Taylor and Francis
300			v. ; #c 22-25 cm.
310			Five no. a year, #b <2012->
321			Bimonthly, #b 1923-
321			Four no. a year #b 1970-
362	0		Vol. 1, no. 1 (July 1923)-
500			Published: Mahwah N.J. : Lawrence Erlbaum Associates, <v. 71, no. 1->
500			Title from cover.
515			Issues for v. 78, issue 1- also called: v. 78, no. 1-
555			Vols. 1 (1923)-50 (1973). 1 v.
588			Latest issue consulted: Vol. 87, issue 4 (2012).

9-35

Summary

- All PCC records may be maintained using RDA and CONSER RDA practices
- Enhancements for accuracy and current data add value for end users and staff
- Valued enhancements include
 - ISSN
 - Variant titles, issuing bodies, subjects
 - Cessations

10-36

Editing pre-AACR2 records using
RDA

10-37

Editing pre-AACR2 records using
RDA

- Watch for: Partial title that needs to be reconsidered
- Before editing:
 - Create DBO to reflect issue used for description if known, based on 362, 936, and any other data:
 - Remove 936
- Apply Hybrid Record Guidelines

10-38

Continuing Resources									
Type	Alt	Stat	Ent	Ext	Rel	Rel	Rel	Rel	Rel
245	0	0	German studies review.						
260			[Tempe, AZ] : No German Studies Association [etc.]						
300			v. : 15 cm.						
310			Three times a year						
362	0		v. 1-Feb. 1978-						
550			Issued by the Western Association for German Studies, 1978-1985.						
555			Vols. 1-5, 1978-82, with v. 5, v. 11-15, 1988-92, in v. 15, no. 3, v. 16-20, 1993-97, in v. 20, no. 3.						
651	0		Germany -- Civilization -- Periodicals.						
710	2		Western Association for German Studies.						
710	2		German Studies Association.						
776	1		# German studies review (Online) # (DLC) 2005237244 # (OCLC) 6152181						
856	4	1	# http://www.jstor.org/journals/01497852.html						
936			Feb. 1979						

Issue: Volume 35, Number 2, May 2012
Published: Baltimore, Maryland, USA * The Johns Hopkins University Press

9-39

Continuing Resources

Rec stat

c

Entered

19780113

Replaced

20121216163449

Type	a	ELtd		Stcs	c	GFub		Ctrf		Lang	eng
Bltd	1	Form		Cont	0	Freq	1	MRec		Ctry	mda
SL	0	Org		EntW		Real	r	Abzh	a		
Desc		StTp	p	Cont	o h	Disz	c	Dates	1978		9999

245

0

0

German studies review.

260

#3 <Feb. 1978> : #a [Tempe, Az.] : #b German Studies Association [etc.]

264

3

1

#3 <May 2012> : #a Baltimore, Maryland, USA : #b The Johns Hopkins University Press

300

v. : #c 15 cm.

310

Three times a year

336

text #b bt #2 rdacontent

337

unmediated #b n #2 rdamedia

338

volume #b nc #2 rdacarrier

362

0

v. 1- Feb. 1978:

550

Issued by the Western Association for German Studies, 1978-1985.

555

Vols. 1-5, 1978-82, with v. 6, v. 11-15, 1989-92, in v. 15, no. 3, v. 16-20, 1993-97, in v. 20, no. 3.

588

Description based on: Feb. 1979.

588

Latest issue consulted: Volume 35, number 2 (May 2012).

651

0

Germany -- Civilization -- Periodicals.

710

2

Western Association for German Studies.

710

2

German Studies Association.

776

1

#3 German studies review (Online) #w (DLC) 2005237244 #w (OCoLC)61523181

856

4

1

<http://www.wpa-german-studies.org/04/03/2012/>

9-40

Module 10 Exercises**Part A (5 exercises)**

Compare the bibliographic information to data on the issues received. What kind of change is involved? Modify copy following the RDA CONSER Standard Record guidelines.

Part B (7 exercises)

Compare the bibliographic information about the issue in hand given in the following pages with the copy provided and indicate any editing necessary. The copy may not include all MARC tags.

Part C (2 exercises)

Edit the copy provided to indicate cessation of records based on the information provided.

Part A.

Instructions: Below and on the left are segments from existing catalog records cataloged according to the CONSER Standard Record guidelines. On the right-hand side are the issues received by your library. How would you modify the existing catalog record following the CONSER Standard Record guidelines?

No. 1

In bibliographic record	On issue
FF: Freq ■ Regl ■ DtSt c Dates 1970, 9999 260 ## \$a Portland : \$b IME Publishers, \$c [1970]- 362 1# \$a Began with Aug./Sept. 1970. 588 ## \$a Description based on: Aug./Sept. 1970; title from title page. 588 ## \$a Latest issue consulted: Aug./Sept. 1970.	In issue: March 2003 Preface: All good things must come to an end; this issue marks the end of an era for us. Thanks to all of you, our loyal readers.

No. 2

In bibliographic record	On issues
FF: Freq ■ Regl ■ DtSt c Dates 1995, 9999 362 1# \$a Began with Volume 1, Number 1 (January 1995). 588 ## \$a Description based on: Volume 1, Number 1 (January 1995); title from title page. 588 ## \$a Latest issue consulted: Volume 1, Number 1 (January 1995).	Volume 11, no. 12 December 2006 January 2007 February 2007 March 2007 [no numbering found on issues after Dec. 2006]

No. 3

In bibliographic record	On issues
FF: Freq ■ Regl ■ DtSt c Dates 1998, 9999 310 ## \$a Bimonthly 362 1# \$a Began with May/June 1998. 588 ## \$a Description based on: May/June 1998; title from cover. 588 ## \$a Latest issue consulted: May/June 1998.	In issue: November/December 1999 Masthead: Published bimonthly by... In issue: January 2000 Masthead: Published monthly by ... In issue: August 2006 Masthead: Published monthly by ...

No. 4

In bibliographic record	On issues
<p>FF: Freq ■ Regl ■ DtSt c Dates 1943, 9999</p> <p>362 1# \$a Began in 1943. 588 ## \$a Description based on: Vol. 2, no. 1 (July 1944); title from cover. 588 ## \$a Latest issue consulted: Vol. 2, no. 1 (July 1944)</p>	<p>Vol. 10 No. 12 June 1952 Number 1 July 1953 Number 108 March 2008</p>

No. 5

In bibliographic record	On issues
<p>FF: Freq ■ Regl ■ DtSt d Dates 1999, 2007</p> <p>362 1# \$a Began with no. 38 (winter 1999). 588 ## \$a Description based on: No. 40 (summer 1999); title from cover. 588 ## \$a Latest issue consulted: No. 69 (fall 2006).</p>	<p>Library received issue no. 70 winter 2007. Library claimed issues for spring, summer, and fall 2007.</p> <p>Message from publisher: ... ended in 2007. We are no longer publishing this journal.</p>

Part B

Exercise 1

Top of page [1]:

vol. 29 nos. 2-4 december 2007

newsletter of the

North Carolina Folklore Society

Hiddenite Center
Box 311
Hiddenite, NC 28636-0311

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng	
BLvl	s	Form	Conf	0	Freq	q	MRec	Ctry	ncu
S/L	0	Orig	EntW	Regl	x	Alph	a		
Desc	a	SrTp	p	Cont	DtSt	c	Dates	1977,9999	
010	##	\$a	97645992	\$z	sn86014420				
040	##	\$a	NSD	\$c	NSD	\$d	NST	\$d	IXA
012	##	\$i	9710	\$l	1	\$z	d		
022	0-	\$a	0888-6121	\$2	1				
042	##	\$a	nsdp	\$a	lc				
043	##	\$a	n-us-nc						
050	00	\$a	GR110.N8	\$b	N49	\$u	<AFC>		
082	1#	\$a	390	\$2	11				
210	0#	\$a	News1. N.C. Folk. Soc.						
222	#0	\$a	Newsletter of the North Carolina Folklore Society						
245	00	\$a	Newsletter of the North Carolina Folklore Society.						
260	##	\$a	Boone, NC :	\$b	North Carolina Folklore Society,	\$c	1977-		
300	##	\$a	v. ;	\$c	28 cm.				
310	##	\$a	3 or 4 no. a year,	\$b	1986-				
321	##	\$a	Irregular,	\$b	1977-1985				
362	0#	\$a	Vol. 1, no. 1 (5 Feb. 1977)-						
500	##	\$a	Title from caption.						
500	##	\$a	Latest issue consulted: Vol. 30, no. 3 (Sept. 2008).						
515	##	\$a	Some issues do not have a numeric designation.						
650	#0	\$a	Folklore \$z North Carolina \$v Periodicals.						
610	20	\$a	North Carolina Folklore Society \$v Periodicals.						
651	#0	\$a	North Carolina \$x Social life and customs \$v Periodicals.						
710	2#	\$a	North Carolina Folklore Society.						
850	##	\$a	DLC	\$a	DeU	\$a	MiDW	\$a	TxU
		\$a	UU	\$a	ViBlbV				

Indicate which field(s) would need editing and which fields you would add to the record above.

Exercise 2

Cover:

Now Monthly!	February 2009 Vol. 22 No. 2
<h1>Conscious Choice</h1> <h2>The Journal of Ecology & Natural Living</h2>	

Page [5] table of contents:

Conscious Choice © is published monthly by Conscious Enlightenment 920 N. Franklin, Suite 202, Chicago, IL 60610.

Page 6 editorial matter sidebar:

Conscious Choice was created in 1988 to encourage people to take personal responsibility in their lives.

```

Type a  ELvl I  Srce d  GPub    Ctrl    Lang eng
BLvl s  Form    Conf ■  Freq ■  MRec    Ctry  ilu
S/L  0   Orig ■  EntW    Regl ■  Alph
Desc a  SrTp p  Cont    DtSt c  Dates 19uu,9999
040 ## $a GZD $b eng $c GZD
245 00 $a Conscious choice.
260 ## $a Chicago, IL : $b Conscious Choice
310 ## $a Bimonthly
500 ## $a "Resources for responsible decision making."
588 ## $a Description based on: Vol. 5, no. 6 (Nov./Dec. 1992) ; title from
cover.
588 ## $a Latest issue consulted: Vol. 5, no. 6 (Nov./Dec. 1992).
650 #0 $a Holistic medicine $v Periodicals.
650 #0 $a Alternative medicine $v Periodicals.
650 #0 $a Health $v Periodicals.
650 #0 $a Social ecology $v Periodicals.

```

Indicate which field(s) would need editing and which fields you would add to the record above.

Exercise 3

Cover:

July 1998

Ebony

Table of contents page:

Ebony incorporating ***Black World Magazine*** (ISSN 0012-9011)
July 1998 Vol. LIII, No. 9

Masthead:

Vol. LIII, No. 9 July 1998
Publisher: John H. Johnson
Printed in USA

Cover:

July 2013

Ebony

Masthead:

Vol. LXVIII, No. 9 July 2013
Publisher: Johnson Publishing Company
Printed in USA

Indicate which field(s) would need editing and which fields you would add to the record below:

```

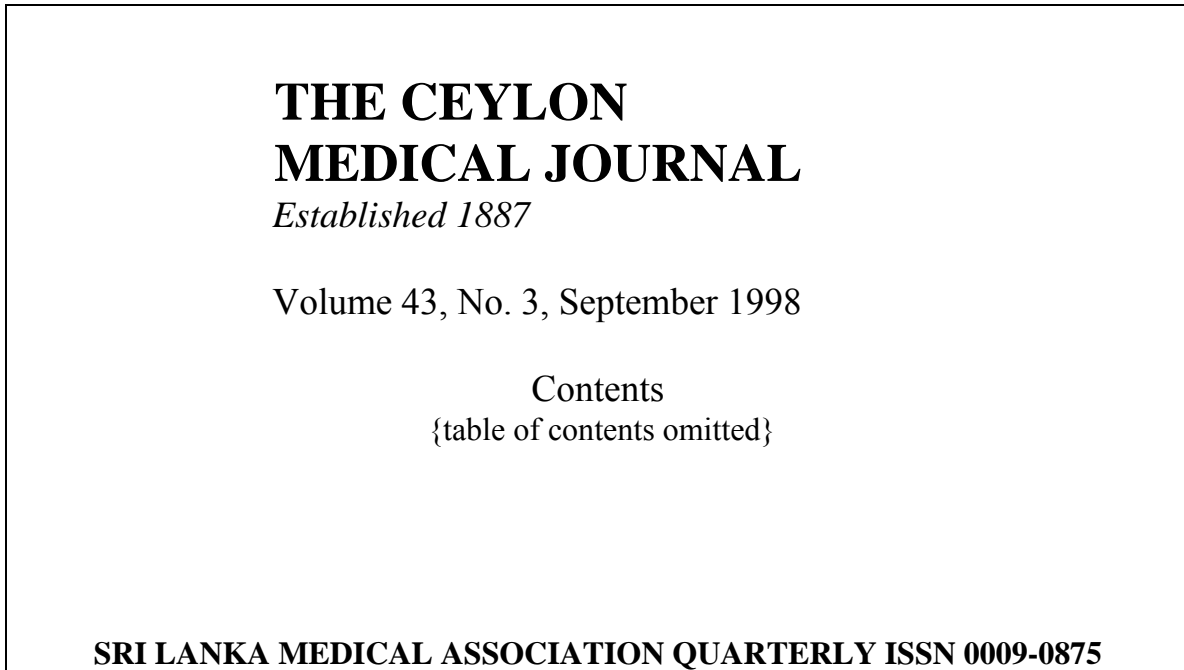
Type a   ELvl      Sree d   GPub      Ctrl      Lang eng
BLvl s   Form      Conf 0   Freq m   MRec      Ctry ilu
S/L 0    Orig      EntW     Regl r   Alph a
Desc     SrTp p    Cont      DtSt c   Dates 1945,9999
010 ## $a 52042074
022 0# $a 0012-9011 $2 1
040 ## $a MnMULS $c MnMULS $d CtY $d NSDP $d DLC $d NSDP $d DLC
      $d OcoLC $d NST $d AIP $d NSDP $d AIP $d NST $d NSDP $d NST $d
      NSDP $d OcoLC $d OCU-M
042 ## $a nsdp $a pcc
043 ## $a n-us---
050 00 $a AP2 $b .E165
210 0# $a Ebony
222 #0 $a Ebony
245 00 $a Ebony.
260 ## $a [Chicago, $b Johnson Pub. Co., etc.]
265 ## $a 820 South Michigan Ave., 60605 {obsolete}
300 ## $b ill., ports.$c35 cm.
350 ## $a $10.00 (U.S.) $a $11.00 (foreign)
362 0# $a v. 1- Nov. 1945-
515 ## $a Some irregularities in numbering; some numbers in vol. 29 incorrectly
      numbered vol. 30.
650 #0 $a African Americans $v Periodicals.
936 ## $a Nov. 1949-Oct. 1950

```

Indicate which field(s) would need editing and which fields you would add to the record above.

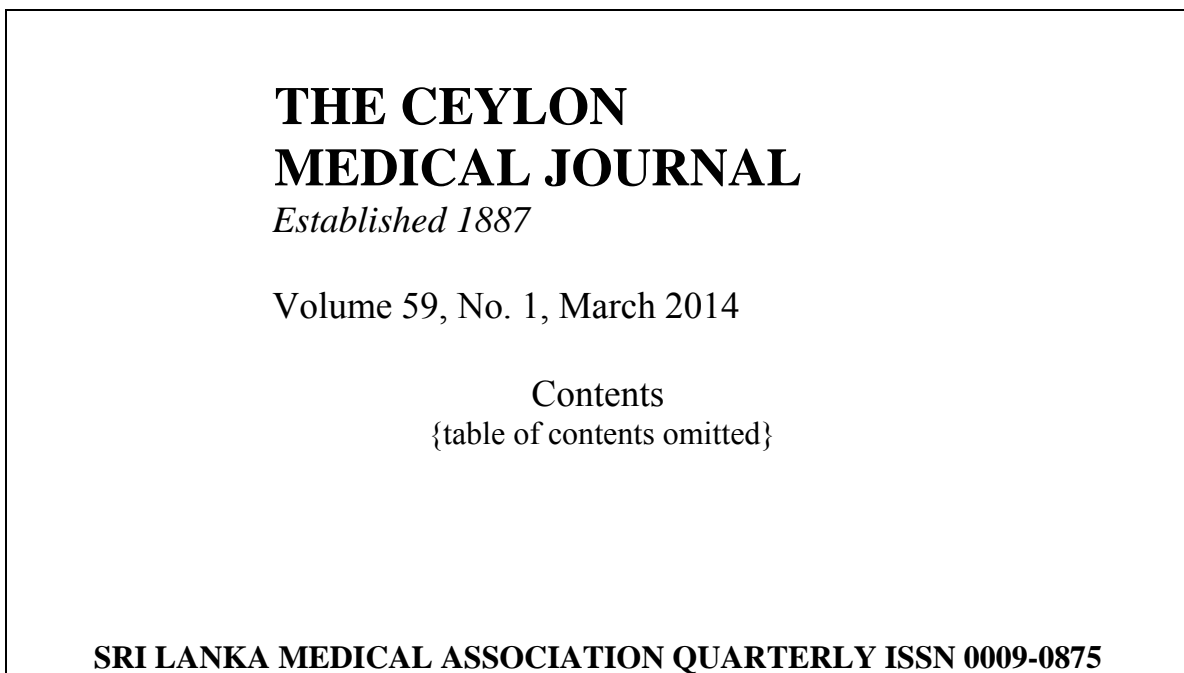
Exercise 4

Cover:



Page 128:

Published by The Sri Lanka Medical Association
Colombo, Sri Lanka



Masthead: Published by The Sri Lanka Medical Association, Colombo, Sri Lanka

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng
BLvl	s	Form	Conf	0	Freq	q	MRec	Ctry
S/L	0	Orig	EntW		Regl	r	Alph	
Desc		SrTp	p	Cont	DtSt	c	Dates	1952,9999
010	##	\$a	sn	86012860				
022	##	\$a	0009-0875	\$2	z			
040	##	\$a	MnMULS	\$c	MnMULS	\$d	CU-UC	\$d
							RCS	\$
							dAIP	\$d
							NST	
042	##	\$a	nsdp					
060	0#	\$a	W1	CE945				
210	0#	\$a	Ceylon med.	j.				
222	#0	\$a	Ceylon medical journal					
245	00	\$a	Ceylon medical journal.					
260	##	\$a	Colombo,	\$b	Ceylon Medical Association.			
300	##	\$a	v.	\$b	ill.	\$c	25 cm.	
362	0#	\$a	new series,	v.	1-	May	1952-	
650	#0	\$a	Medicine	\$v	Periodicals.			
710	20	\$a	Ceylon Medical Association.					
780	02	\$a	British Medical Association.		Ceylon Branch.	\$t	Journal	
936	##	\$a	Unknown	\$a	Vol. 6,	no. 2	(Dec. 1961)	

Indicate which field(s) would need editing and which fields you would add to the record above.

Exercise 5

Cover of the April 2008 print issue in hand:



Table of Contents page:

April 2008

Popular
Science

Founded in 1872 * Volume 263 * Number 4
ISSN 0161-7370

Type	a	ELvl	Srce	d	G Pub	Ctrl	Lang	eng	
BLvl	s	Form	Conf	0	Freq	m	MRec	Ctry	nyu
S/L	0	Orig	EntW		Regl	r	Alph	a	
Desc	a	SrTp	p	Cont	DtSt	c	Dates	1950,9999	

010 ## \$a 81640658 \$z sc78000900 \$z sn78004685
 022 0# \$a 0161-7370 \$2 1
 042 ## \$a lc \$a nsdp
 050 00 \$a AP2 \$b .P8
 082 ## \$a 505
 130 0# \$a Popular science (New York, N.Y.)
 210 0# \$a Pop. sci. \$b (N.Y.N.Y.)
 222 #0 \$a Popular science \$b (New York, N.Y.)
 245 10 \$a Popular science.
 246 13 \$a Popular science monthly
 260 ## \$a [New York, N.Y. : \$b Popular Science Pub. Co., \$c 1950-
 265 ## \$a Popular Science, Box 2871, Boulder, CO 80322
 300 ## \$a v. : \$b ill. ; \$c 24-29 cm.
 310 ## \$a Monthly
 362 0- \$a [Vol. 157, no. 1] (July 1950)-
 500 ## \$a Title from cover.
 500 ## \$a Publisher varies: Times Mirror Magazines, <Mar. 1986->
 530 ## \$a Available also in microform.
 650 #0 \$a Science \$v Periodicals.
 650 #0 \$a Technology \$v Periodicals.
 650 #2 \$a Science \$v periodicals.
 650 #2 \$a Technology \$v periodicals.
 780 00 \$t Popular science monthly (New York, N.Y. : 1900) \$w (DLC)
 01008317 \$w (OCoLC)4179801
 936 ## \$a Vol. 228, no. 3 (Mar. 1986) LIC

Indicate which field(s) would need editing and which fields you would add to the record above.

Exercise 6

Cover:

THE SATURDAY EVENING POST

Founded A.D. 1728 by Benjamin Franklin

March/April '03

Table of contents:

THE SATURDAY
EVENING POST

Founded A.D. 1728 by Benjamin Franklin

March/April 2003 Vol. 271, No. 2

The Saturday Evening Post (ISSN: 0048-9239) is published bimonthly by the Benjamin Franklin Literary & Medical Society, Inc., at 1100 Waterway Boulevard, P.O. Box 567, Indianapolis, IN 46202.

Type	a	ELvl	Srce	d	G Pub	Ctrl	Lang	eng	
BLvl	s	Form	Conf	0	Freq	b	MRec	Ctry	inu
S/L	0	Orig	EntW		Regl	r	Alph	a	
Desc	a	SrTp	p	Cont		DtSt	c	Dates	1839,9999
010	##	\$a	55019956//r84						
022	0-	\$a	0048-9239	\$2	1				
037	##	\$b	Benjamin Franklin Literary & Medical Society, 1100 Waterway Blvd., P.O. Box 567, Indianapolis, IN 46202						
042	##	\$a	lc	\$a	nsdp				
050	00	\$a	AP2	\$b	.S2				
082	0#	\$a	051	\$2	19				
130	0#	\$a	Saturday evening post (Philadelphia, Pa. : 1839)						
210	0#	\$a	Saturday evening post \$b (1839)						
222	#4	\$a	The Saturday evening post \$b (1839)						
245	14	\$a	The Saturday evening post.						
246	10	\$a	United States Saturday post						
260	##	\$a	Philadelphia :	\$b	G. Graham,	\$c	1839-		
300	##	\$a	v. :	\$b	ill. ;	\$c	27-79 cm.		
310	##	\$a	Bimonthly,	\$b	<Nov./Dec. 1991->				
321	##	\$a	Frequency varies, \$b 1839-<July/Aug. 1980>						
362	0-	\$a	Vol. 18, no. 954 (Nov. 9, 1839)-						
500	##	\$a	Published: Curtis Pub. Co., <1899->; Indianapolis, Ind. : Saturday Evening Post Society, 1971-						
500	##	\$a	Some numbers around 1842-1843 have title: United States Saturday post.						
500	##	\$a	Title from caption.						
515	##	\$a	Vol. numbering omitted Nov. 3, 1855-<July 7, 1877>.						
515	##	\$a	Vol. numbering changed from v. 77 to v. 170, no. 31 with Jan. 29, 1898 issue.						
515	##	\$a	Suspended publication Feb. 9, 1969-spring 1971.						
515	##	\$a	Issues for summer and autumn 1971 unnumbered but constitute v. 243, no. 1-2.						
651	#0	\$a	Philadelphia (Pa.)	\$v	Newspapers.				
752	##	\$a	United States	\$b	Pennsylvania	\$c	Philadelphia	\$d	Philadelphia
780	00	\$t	Atkinson's evening post and Philadelphia Saturday news \$w (OCoLC)10312674 \$w (DLC)sn 84026167						
780	05	\$t	Country gentleman	\$x	0147-4928	\$w	(DLC)	77649610	\$w (OCoLC)3175159
936	##	\$a	v. 263, no. 7 (Nov./Dec. 1991)						

Exercise 7

Cover:

The Smart Museum of Art

BULLETIN

2006-2007

Page [1]:

The Smart Museum of Art Bulletin
2006-2007

The David and Alfred Smart Museum of Art
The University of Chicago

Page [2]:

Volume 18, 2006/2007

Copyright ©2007 by the David and Alfred
Smart Museum of Art, The University of
Chicago, 5570 South Greenwood Avenue,
Chicago, Illinois, 60637.

ISSN: 1099-2413

Type	a	ELvl	7	Srce	d	GPub	Ctrl	Lang	eng	
BLvl	s	Form		Conf	0	Freq	a	MRec	Ctry	ilu
S/L	0	Orig		EntW		Regl	r	Alph	a	
Desc	a	SrTp		Cont		DtSt	c	Dates	1996,9999	

010 ## \$a sn98002137
 040 ## \$a NSD \$c NSD
 022 0# \$a 1099-2413 \$2 1
 037 ## \$b David and Alfred Smart Museum of Art, Univ. of Chicago, 5550
 S. Greenwood Ave., Chicago, IL 60637
 042 ## \$a nsdp \$a lcd
 082 10 \$a 708 \$2 12
 210 0# \$a Smart Museum Art bull.
 222 #4 \$a The Smart Museum of Art bulletin
 245 04 \$a The Smart Museum of Art bulletin.
 260 ## \$a Chicago, Ill. : \$b The Museum, University of Chicago, \$c 1997-
 300 ## \$a v.
 310 ## \$a Annual
 362 0# \$a Vol. 7 (1995-1996)-
 710 2# \$a David and Alfred Smart Museum of Art.
 780 00 \$t Bulletin (David and Alfred Smart Museum of Art) \$x 1067-8808 \$w
 (DLC) 93644233
 936 ## \$a vol. 8 (1996-1997) LIC

Indicate which field(s) would need editing and which fields you would add to the record above.

Part C: Edit the copy provided to indicate cessations based on the information provided.

Exercise 1: The last issue that received of City Limits was: Volume 35 number 1, with the coverage date March/April 2011. In response to claims, the publisher sent a letter explaining that the last issue published was for volume 36, number 2—the May/June 2012 issue. How would you edit the record?

Type	a	ELvl	Srce	c	GPub	Ctrl	Lang	eng	
BLvl	s	Form	Conf	0	Freq	b	MRec	Ctry	nyu
S/L	0	Orig	EntW		Regl	r	Alph		
Desc	a	SrTp	p	Cont		DtSt	c	Dates	2010,9999

010 ## \$a 2011255277

040 ## \$a MYG \$b eng \$c MYG \$d ZCL \$d OCLCQ \$d ZCU \$d OCLCF

022 ## \$a 0199-0330 \$l 0199-0330

042 ## \$a pcc

043 ## \$a n-us-ny

050 14 \$a HN79.N43 \$b C63

130 0# \$a City limits (New York, N.Y. : 2010)

245 10 \$a City limits.

260 ## \$a New York, N.Y. : \$b Community Service Society of New York (CSS), \$c [2010]-

300 ## \$a v. : \$b ill. ; \$c 28 cm.

310 ## \$a Bimonthly

362 1# \$a Began with v. 34, no. 1 (Mar. 2010).

588 ## \$a Description based on: Vol. 34, no. 1 (Mar. 2010); title from caption.

588 ## \$a Latest issue consulted: Vol. 34, no. 1 (Mar. 2010).

650 #0 \$a Community development, Urban \$z New York (State) \$z New York \$v Periodicals.

710 2# \$a Community Service Society of New York.

780 00 \$t City limits investigates \$x 1937-4127 \$w (DLC) 2007249047 \$w (OCoLC)141194594

Exercise 2: The last issue of California Fruit & Nut Review was vol. 32, no. 6; after that, the title became Pacific Region Fruit & Nut Review. How would you cease the record for California Fruit & Nut Review? What additional field is needed to provide navigation to the new title?



United States Department of Agriculture
National Agricultural Statistics Service



California Fruit & Nut Review

Cooperating with the California Department of Food and Agriculture

California Field Office · P.O. Box 1258 · Sacramento, CA 95812 · (916) 498-5161 · (916) 498-5186 Fax · www.nass.usda.gov/ca

Released: June 15, 2012 · Frequency: Monthly (except November) · (USPS 598-290) VOL. 32 NO. 6



United States Department of Agriculture
National Agricultural Statistics Service



Pacific Region Fruit & Nut Review

The Pacific Region Includes the States of CA, HI and NV

Pacific Region Office · P.O. Box 1258 · Sacramento, CA 95812 · (916) 498-5161 · (916) 498-5186 Fax · www.nass.usda.gov/ca

Released: July 16, 2013 · Frequency: Monthly (except November) · (USPS 598-290) VOL. 33 NO. 7

Type a	ELvl	Srce c	G Pub s	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq a	MRec	Ctry cau
S/L 0	Orig	EntW	Regl r	Alph a	
Desc i	SrTp p	Cont	DtSt c	Dates	1981,9999

010 ## sn 81001855

040 ## DLC \$b eng \$e rda \$c DLC \$d NSD \$d NST \$d CLU \$d NSD \$d OCL

022 1# \$a 0279-263X \$l 0279-263X \$2 1

042 ## \$a nsdp \$a pcc

043 ## \$a n-us-ca

050 14 \$aHD9247.C2 \$b C34

222 #0 \$a California fruit & nut review

245 00 \$a California fruit & nut review.

246 1# \$a California fruit and nut review

264 #1 \$3 1981- : \$a Sacramento, California : \$b United States Department of
Agriculture cooperating with California Department of Food and Agriculture, \$c
1981-

264 31 \$3 <June 2009-> : \$a Sacramento, California : \$b United States Department of
Agriculture, National Agricultural Statistics Service, Pacific Region Office

300 ## \$a volumes : \$b illustrations ; \$c 28 cm

310 ## \$a Monthly, except Nov., \$b <Oct. 14, 1992->

321 ## \$a Monthly, \$b 1981-

336 ## \$a text \$b txt \$2 rdacontent

337 ## \$a unmediated \$b n \$2 rdamedia

338 ## \$a volume \$b nc \$2 rdacarrier

362 1# \$a Began with vol. 1, no. 1 (July 15, 1981).

588 ## \$a Description based on: Vol. 1, no. 1 (July 15, 1981); title from caption.

588 ## \$a Latest issue consulted: Vol. 29, no. 6 (June 16 2009).

650 #0 \$a Fruit \$z California \$v Statistics \$v Periodicals.

650 #0 \$a Nuts \$z California \$v Statistics \$v Periodicals.

[Some fields have been omitted for simplification]

Appendix A: Tools for Serials Catalogers

A. Online resources for cataloging serials:

1. **RDA Toolkit.** Contains the full, updated text of RDA, LC & PCC policy statements, and the 2005 update of the 2002 revision of AACR2. <http://access.rdatoolkit.org/>
- **Resource Description and Access (RDA).** Cataloging instructions replacing AACR2. Available from **RDA Toolkit**.
- **Anglo-American Cataloguing Rules (AACR2).** 2nd ed. rev. Available in **Cataloger's Desktop** and **RDA Toolkit**.
2. **Cataloger's Desktop.** Washington, D.C.: Library of Congress, Cataloging Distribution Service. This product provides access electronically to RDA, AACR2, DACS, and contains most of the LC documentation for cataloging and classification: <http://desktop.loc.gov/>
- **CONSER Cataloging Manual (CCM).** An in-depth presentation of serials cataloging as practiced at LC and CONSER institutions that feature the step-by-step process of cataloging a serial with reference to pertinent RDA instructions, LC/ PCC policy statements, and explanations of CONSER practices relating to serials. Available in **Cataloger's Desktop** and on the CONSER website: <http://www.loc.gov/aba/pcc/conser/index.html>
- **CONSER Editing Guide (CEG).** This guide supplies instructions for serials catalogers following RDA in a MARC-based system. Available in **Cataloger's Desktop**.
- **Descriptive Cataloging Manual (DCM).** The DCM is an in-house manual containing the procedures followed by catalogers at the Library of Congress. One segment, DCMZ1, is used by members of the Program for Cooperative Cataloging when establishing and maintaining name and series authority records. Available in **Cataloger's Desktop**.
3. **Classification Web.** Washington, D.C.: Library of Congress, Cataloging Distribution Service. This product provides online access to the Library of Congress Subject Headings and Classification Schedules. <http://classificationweb.net/Auto/>
4. **CONSER Home Page:** <http://www.loc.gov/aba/pcc/conser/index.html>
5. **LC's Cataloging and Acquisitions Home Page:** <http://www.loc.gov/aba/>

6. **MeSH Browser.** An online vocabulary look-up aid available for use with MeSH® (Medical Subject Headings). It is designed to help quickly locate descriptors of possible interest and to show the hierarchy in which descriptors of interest appear. Virtually complete MeSH records are available, including the scope notes, annotations, entry vocabulary, history notes, allowable qualifiers, etc.
<http://www.nlm.nih.gov/mesh/MBrowser.html>
7. **NASIGWeb:** <http://www.nasig.org>
8. **OCLC's Home Page:** <http://www.oclc.org>
9. **SERIALST** (a very useful listserv). For more information see: <http://list.uvm.edu/cgi-bin/wa?A0=serialst>.
10. **MARC Standards.** Contains guidelines for both Bibliographic and Authority data:
<http://www.loc.gov/marc/>

B. Online resources for subject cataloging and classification:

1. **Free-Floating Subdivisions:** an Alphabetical Index. Available in **Classification Web**, **Cataloger's Desktop**, and on the LC website:
<http://www.loc.gov/aba/cataloging/subject/>
2. **Library of Congress Classification Schedules.** Current version available in Classification Web. Older version available on the LC website:
<http://www.loc.gov/aba/cataloging/classification/>
3. **Library of Congress Subject Headings (LCSH).** Available in **Classification Web** and on the LC website: <http://www.loc.gov/aba/cataloging/subject/>
4. **Subject Headings Manual.** Available in **Cataloger's Desktop**.

C. Print resources for cataloging serials:

1. **Resource Description & Access (RDA).** 2013 revision. Chicago: American Library Association, 2013.
2. **Anglo-American Cataloguing Rules (AACR2).** 2nd ed. rev. Chicago: American Library Association, 1988-

D. E-journals:

1. **LCCN (LC Cataloging Newsline):** <http://sun8.loc.gov/listarch/lccn.html>

Appendix B: Acronyms and Initialisms Relating to Serials

CCM	CONSER Cataloging Manual.
CEG	CONSER Editing Guide.
CONSER	Cooperative Online Serials Program. A bibliographic component of the Program for Cooperative Cataloging, primarily responsible for serials and integrating resources.
CSR	CONSER standard record. A continuing resource bibliographic record authenticated by CONSER and meeting defined mandatory element requirements for authentication. CSR requirements are designed to serve user needs and emphasize access points over descriptive detail. CSR documentation supports everyday CONSER cataloging and includes a metadata application profile (MAP) with data element requirements and cataloging guidelines.
DCM	Descriptive Cataloging Manual. The Library of Congress in-house cataloging manual also used by members of national cooperative programs such as NACO.
FRAD	Functional Requirement for Authority Data. A conceptual entity-attribute model for authority data. Relates data recorded in library authority records to user tasks, to facilitate use and sharing of that data. Serves as the foundation for authority description in RDA.
FRBR	Functional Requirements for Bibliographic Records. A conceptual entity-attribute model for bibliographic data. Relates data recorded in library bibliographic records to user tasks of retrieval and access in bibliographic databases such as library catalogs. Serves as the foundation of bibliographic description in RDA.
ISBD(CR)	International Standard Bibliographic Data—Serials and Other Continuing Resources. The ISBD(CR) is an international cataloging code of the description of continuing resources. It is developed and maintained by the International Federation of Library Associations (IFLA). It replaced ISBD(S).
ISSN	International Standard Serial Number. The ISSN is governed by the International Centre in Paris and assigned by centers in each country.
ISSN Canada	International Standard Serial Number Canada. The Canadian center responsible for assigning ISSN to Canadian imprints and located at the Library and Archives Canada.
ISSN-L	Linking ISSN. An International Standard Serial Number designated by the ISSN Network to group the different media versions of a continuing resource (which

individually may also have distinguishing ISSN assigned to each version).

LCSH	Library of Congress Subject Headings.
MAC	MARC Advisory Committee. Successor to MARBI (Machine-Readable Bibliographic Information). Advises the MARC Steering Group on changes to MARC 21.
MARC 21	Machine Readable Cataloging. Formerly USMARC
NACO	Name Authority Cooperative.
NASIG	North American Serials Interest Group, Inc.
NISO	Name Information Standards Organization. NISO began as Committee Z39 of the American National Standards Institute (ANSI).
OCLC	Online Computer Library Center. A nonprofit, membership computer service and research organization whose systems help libraries locate, acquire, catalog, and lend library materials. Its WorldCat database has bibliographic records from institutions around the world. CONSER catalogers create and maintain continuing resource bibliographic records in OCLC WorldCat.
PCC	Program for Cooperative Cataloging. CONSER is a bibliographic component along with BIBCO. NACO and SACO are authority components
RDA	Resource Description & Access. The cataloging code providing instructions for describing resources. Successor to AACR2.
SCCTP	Serials Cataloging Cooperative Training Program.
SICI	Serial Item and Contribution Identifier. The bar code that uniquely identifies each issue of a serial, of which the ISSN forms the first portion.
SISAC	Serials Industry Standards Advisory Committee. SISAC is a committee of the Book Industry Study Group, Inc. (BISG).
U.S. ISSN Center	Part of the international ISSN Network, assigns International Standard Serial Numbers (ISSN) to serials published in the U.S.
USNP	United States Newspaper Program.
VIAF	Virtual International Authority File. Combines name authority files from multiple sources into a single name authority service. Hosted by OCLC at: http://viaf.org

Appendix C: Glossary

Definitions from RDA unless otherwise specified:

(CCM): CONSER Cataloging Manual

(Hybrid): Report of the PCC Post-Implementation Hybrid Bibliographic Records Guidelines Task Group

Abbreviated title. A title that has been abbreviated for purposes of indexing or identification.

Access point. A name, term, code, etc., under which information pertaining to a specific entity will be found.

Accompanying material. Material issued with, and intended to be used with, the item being catalogued. *(CCM)*

Added title page. A title page preceding or following the title page chosen as the preferred source of information. It may be more general (e.g., a series title page), or equally general (e.g., a title page in another language).

Alternative numbers. A secondary system of numbering (e.g., vol. 1, no. 1 + No. 1). *(CCM)*

Alternative title. The second part of a title proper that consists of two parts (each of which has the form of an independent title), joined by a word such as “or” or its equivalent in another language.

Analytic. An individual title in a series. The analytic may be a monograph, an integrating resource, of a serial *(CCM)*

Analytical title page. The title page of an individual work in a series. *(CCM)*

Authentication. The process of a) reviewing a bibliographic record for data content and content designation to ensure that it conforms to Program for Cooperative Cataloging bibliographic practices and agreed-upon conventions, and b) adding identifying elements to the record to indicate the degree of authoritativeness of data or the extent to which the record has been reviewed. As a result of authentication, CONSER records are made available through distribution in bibliographic products.

Authorized access point. The standardized access point representing an entity.

Backfiles. Purchase of specific volumes or issues that are lacking from the collection. They are considered "only orders" because they are single, one-time purchases.

Caption title. A title given at the beginning of the first page of the text.

Carrier. A physical medium in which data, sound, images, etc., are stored. For certain types of resources, the carrier may consist of a storage medium (e.g., tape, film) sometimes encased in a plastic, metal, etc., housing (e.g., cassette, cartridge) that is an integral part of the resource.

Carrier type. A categorization reflecting the format of the storage medium and housing of a carrier in combination with the type of intermediation device required to view, play, run, etc., the content of a resource.

Chronological designation. A date, or combination of dates, numbers, or words that identifies an issue of a serial within a chronological sequence. (CCM)

Claiming. The process of contacting a publisher or vendor to request supply of material missed or overdue on subscription, standing order, or backfile order.

Colophon. A statement at the end of an item giving information about one or more of the following: the title, author(s), publisher, printer, date of publication or printing. It may include other information. (CCM)

Common title. A title common to two or more works, one or more of which carries the title and/or designation of a section. (CCM)

CONSER database. A Cataloging Distribution Service database distinct from but connected in the CONSER workflow to OCLC's WorldCat database (where CONSER record creation and update are done). CONSER records are distributed from this database to MARC Distribution Service subscribers, ISSN International Centre, etc. (CCM)

CONSER record. A bibliographic record for a continuing resource that has been authenticated by at least one participant in the CONSER Program. (CCM)

CONSER standard record (CSR). A continuing resource bibliographic record authenticated by CONSER and meeting defined mandatory element requirements for authentication. CSR requirements are designed to serve user needs and emphasize access points over descriptive detail. CSR documentation supports everyday CONSER cataloging and includes a metadata application profile (MAP) with data element requirements and cataloging guidelines. (CCM)

Content type. A categorization reflecting the fundamental form of communication in which the content is expressed and the human sense through which it is intended to be perceived. For content expressed in the form of an image or images, content type also reflects the number of spatial dimensions in which the content is intended to be perceived and the perceived presence or absence of movement.

Continuing resource. A bibliographic resource that is issued over time with no predetermined conclusion. Continuing resources include serials and ongoing integrating resources. (CCM)

Contributor. A person, family, or corporate body contributing to the realization of a work through an expression. Contributors include editors, translators, arrangers of music, performers, etc.

Copy cataloging. Adaptation of a pre-existing bibliographic record, primarily from OCLC in the case of serials. *(CCM)*

Corporate body. An organization or group of persons and/or organizations that is identified by a particular name and that acts, or may act, as a unit.

Cover title. A title printed on the cover of an item as issued. *(CCM)*

Coverage date. A date that reflects the coverage of the contents of the item (e.g., FY 1989). *(CCM)*

Creator. A person, family, or corporate body responsible for the creation of a work.

Cumulation. An issue of a serial that collects all of the information given in the previous issues for a given period and is intended to replace those issues. The cumulation may rearrange, correct, or expand the contents of the original issues. *(CCM)*

Devised title. A title proper created by an agency preparing a description of a resource that bears no title itself and has no title associated with it that can be found in other sources (e.g., accompanying material, a published description of the resource, a reference source).

Distinctive title. A title that appears in addition to the title proper, is unique to an issue, and is often related to the topic or theme of that issue. *(CCM)*

Edition statement. A statement identifying the edition to which a resource belongs.

Editorial pages. These pages are most often found in periodicals and usually contain the masthead in a boxed area. The title may be found at the head of the page.

Element. A word, character, or group of words and/or characters representing a distinct unit of bibliographic information.

Expression. The intellectual or artistic realization of a work in the form of alpha-numeric, musical or choreographic notation, sound, image, object, movement, etc., or any combination of such forms.

Fluctuating title. A title that changes back and forth on a regular or irregular basis. *(CCM)*

Half title. A title of a publication appearing on a leaf preceding the title page. *(CCM)*

Hybrid record. A non-RDA bibliographic record to which RDA cataloging elements have been added, either manually or via machine manipulation. The resulting bibliographic record is

considered a hybrid record, as it blends elements of previous practices with the current RDA practices. (*Hybrid*)

Integrating resource. A resource that is added to or changed by means of updates that do not remain discrete but are integrated into the whole. An integrating resource may be tangible (e.g., a loose-leaf manual that is updated by means of replacement pages) or intangible (e.g., a Web site that is updated either continuously or on a cyclical basis).

Internal numbers. Numbers within a volume that repeat with each volume (e.g., vol. 3, no. 2). (*CCM*)

Issuing body. A person, family or corporate body issuing a work, such as an official organ of the body.

Item. A single exemplar or instance of a manifestation.

Key-title. The unique name assigned to a bibliographic resource by centers of the ISSN Network. (*CCM*)

Language edition. A serial published simultaneously in different languages. The publisher of all of the editions is usually the same. The titles may be in different languages or in the same language. (*CCM*)

Language of expression. A language in which a work is expressed.

Major change. A change that requires the creation of a new record. (*CCM*)

Manifestation. The physical embodiment of an expression of a work.

Masthead. A statement of title, ownership, editors, etc., of a newspaper or periodical. In the case of newspapers it is commonly found on the editorial page or at the top of page one, and, in the case of periodicals, on the contents page. (*CCM*)

Media. The means used to convey information or artistic content.

Media type. A categorization reflecting the general type of intermediation device required to view, play, run, etc., the content of a resource.

Minor change. A change that does not require the creation of a new record. The change is noted in the record, when considered important. (*CCM*)

Mode of issuance. A categorization reflecting whether a resource is issued in one or more parts, the way it is updated, and its intended termination.

Newspaper. A serial publication that contains news on current events of special or general interest. The individual parts are listed chronologically or numerically and appear usually at least once a week. Newspapers usually have a masthead rather than a cover and are normally larger than A3 (297 mm x 420 mm.) in size. (CCM)

Numbering of serials. The identification of each of the issues or parts of a serial. Numbering of serials may include a numeral, a letter, any other character, or the combination of these with or without an accompanying caption (volume, number, etc.) and/or a chronological designation.

Numeric designation. A number or combination of numbers, dates, letters, or words that identifies an issue of a serial within a numeric sequence. (CCM)

Other corporate body associated with a work. A corporate body associated with a work other than as a creator. Includes sponsoring bodies, production companies, etc.

Other title information. Information that appears in conjunction with, and is subordinate to, the title proper of a resource. (*Supplied by presenters*)

Parallel title proper. The title proper in another language and/or script.

Periodical. A serial published more frequently than annually. Each issue normally contains separate articles, stories or other writings. (CCM)

Preferred source of information. See Source of information

Preferred title for the work. The title or form of title chosen as the basis for the authorized access point representing that work.

Provider-Neutral guidelines. PCC guidelines for creating a description of an online resource that is available from multiple providers. (*Supplied by presenters*)

Publication statement. A statement identifying the place or places of publication, publisher or publishers, and date or dates of publication of a resource.

Qualifier. A parenthetical word or phrase added to a corporate body heading or [to a preferred] title to distinguish the body or title from others with the same name or title. (CCM)

Reciprocal relationship. The relationship between two items, as represented by paired linking fields (e.g., 780/785) or by a link with the same tag that is given in each related record (e.g., 775). (CCM)

Record maintenance. The process of ensuring the continued authoritativeness of a record through additions, changes, or deletions: a) to correct obvious errors, b) to reflect changes in the resource, or c) to reflect changes to policies and practices used for the bibliographic control of the resource.

Includes but is not limited to Bibliographic File Maintenance (BFM), which generally refers to making corrections in LC records because of reported errors or to update access points affected by NACO/SACO authority work.

Recorded element. An RDA element that can be manipulated when entered in the description of a resource. The types of manipulation that can be done are described in the RDA instructions for each element. Some recorded elements may also be taken from outside resources. *(Supplied by presenters)*

Reference source. Any source from which authoritative information may be obtained, including authority files, reference works, etc.

Related expression. An expression related to the resource being described (e.g., a revised version, a translation).

Related manifestation. A manifestation related to the resource being described (e.g., a manifestation in a different format).

Related work. A work related to the resource being described (e.g., an adaptation, commentary, supplement, sequel, part of a larger work).

Relationship designator. A designator that indicates the nature of the relationship between entities represented by authorized access points, descriptions, and/or identifiers.

Release date. A date, consisting of the month and year that reflects the date of release for publication. *(CCM)*

Reproduction. An exact copy of the content of a resource made by mechanical or electronic means.

Running title. A title or abbreviated title that is repeated at the head or foot of each page or leaf. *(CCM)*

Section. A separately published part of a bibliographic resource, usually representing a particular subject category within the larger serial and identified by a designation that may be a topic, or an alphabetic or numeric designation, or a combination of these. *(CCM)*

Serial. A resource issued in successive parts, usually bearing numbering, that has no predetermined conclusion (e.g., a periodical, a monographic series, a newspaper). Includes resources that exhibit characteristics of serials, such as successive issues, numbering, and frequency, but whose duration is limited (e.g., newsletters of events) and reproductions of serials.

Series. 1) A group of separate resources related to one another by the fact that each resource bears, in addition to its own title proper, a collective title applying to the group as a whole. The

individual resources may or may not be numbered. 2) A separately numbered sequence of volumes or issues within a series or serial (e.g., Notes and queries, 1st series, 2nd series, etc.).

Series title page. An added title page bearing the series title proper and usually, though not necessarily, other information about the series (e.g., statement of responsibility, numeric designation, data relating to publication, title of the resource within the series).

Source of information. The source of data from which a description (or portion thereof) is prepared. For print serials, the preferred source is generally the title page or title page substitute of the first or earliest available issue. *(CCM)*

Spine title. A title appearing on the spine of an item. *(CCM)*

Statement of responsibility. A statement relating to the identification and/or function of any persons, families, or corporate bodies responsible for the creation of, or contributing to the realization of, the intellectual or artistic content of a resource.

Subseries. A series within a series (i.e., a series that always appears in conjunction with another, usually more comprehensive, series of which it forms a section). Its title may or may not be dependent on the title of the main series.

Successive entry cataloging. The convention of creating a new description for a serial whenever one or more of the criteria in RDA 1.6.2 is met (change in mode of issuance, major change in title proper, etc.). *(Supplied by presenters)*

Supplement. An item, usually issued separately, that complements one already published by bringing up-to-date or otherwise continuing the original or by containing a special feature not included in the original. The supplement has a formal relationship with the original as expressed by common authorship, a common title or subtitle, and/or a stated intention to continue or supplement the original. *(CCM)*

Surrogate. A substitute for the basis of description (such as an issue of a serial) on which a bibliographic record is based. Includes copies of the chief source of information and any other sources with additional information on which cataloging should be based. *(CCM)*

Title page. A page at the beginning of a resource bearing the title proper and usually, though not necessarily, the statement of responsibility and the data relating to publication. If this information is given on facing pages or pages on successive leaves, with or without repetition, treat these pages collectively as the title page.

Title proper. The chief name of a resource (i.e., the title normally used when citing the resource).

Transcribed element. An RDA element that is entered in the description of a resource as it appears in the resource, and after applying general RDA guidelines on capitalization, punctuation, symbols, abbreviations, etc. *(Supplied by presenters)*

Translation. A serial that is translated into another language. It is usually published by a different publisher than the original and at a later time. *(CCM)*

Updating loose-leaf. An integrating resource that consists of one or more base volumes updated by separate pages that are inserted, removed, and/or substituted. *(CCM)*

Variant access point. An alternative to the authorized access point representing an entity.

Variant title. A title associated with a resource that differs from a title recorded as the title proper, a parallel title proper, other title information, parallel other title information, earlier title proper, later title proper, key title, or abbreviated title.

Verso. 1. The left-hand page of a book, usually bearing an even page number. 2. The side of a printed sheet intended to be read second. *(CCM)*

Whole numbers. Continuous numbers that do not repeat. In addition to numbered serials, the term "whole numbers" is also used for alternative numbering schemes. *(CCM)*

Work. A distinct intellectual or artistic creation (i.e., the intellectual or artistic content).

Appendix D: MARC Workforms

Type a	ELvl	Srce	GPub __	Ctrl	Lang ____
Blvl s	Form	Conf ■	Freq ■	MRec	Ctry ____
S/L 0	Orig ■	EntW	Regl ■	Alph	
Desc i	SrTp __	Cont	DtSt __	Dates:	, ____

022	# #	
040	# #	\$a XYZ \$b eng \$e rda \$c XYZ
1__	__ #	
245	__ __	
246	__ __	
246	__ __	
264	__ __	
264	__ __	
300	# #	
310	# #	
321	# #	
362	1 #	Began
490	__ #	
5__	# #	
588	# #	Description based on: ; title from
588	# #	Latest issue consulted:
6__	__ 0	
6__	__ 0	
7__	__ #	
7__	__ #	
8__	__ __	
856	__ __	\$u

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Type a	ELvl	Srce	GPub __	Ctrl	Lang ____
Blvl s	Form	Conf ■	Freq ■	MRec	Ctry ____
S/L 0	Orig ■	EntW	Regl ■	Alph	
Desc i	SrTp __	Cont	DtSt __	Dates:	, ____

022	# #	
040	# #	\$a XYZ \$b eng \$e rda \$c XYZ
1__	__ #	
245	__ __	
246	__ __	
246	__ __	
264	__ __	
264	__ __	
300	# #	
310	# #	
321	# #	
362	1 #	Began
490	__ #	
5__	# #	
588	# #	Description based on: ; title from
588	# #	Latest issue consulted:
6__	__ 0	
6__	__ 0	
7__	__ #	
7__	__ #	
8__	__ __	
856	__ __	\$u

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Type a	ELvl	Srce	GPub _	Ctrl	Lang _
Blvl s	Form	Conf ■	Freq ■	MRec	Ctry _
S/L 0	Orig ■	EntW	Regl ■	Alph	
Desc i	SrTp _	Cont	DtSt _	Dates:	, _

022	# #	
040	# #	\$a XYZ \$b eng \$e rda \$c XYZ
1__	_ #	
245	_ _	
246	_ _	
246	_ _	
264	_ _	
264	_ _	
300	# #	
310	# #	
321	# #	
362	1 #	Began
490	_ #	
5__	# #	
588	# #	Description based on: ; title from
588	# #	Latest issue consulted:
6__	_ 0	
6__	_ 0	
7__	_ #	
7__	_ #	
8__	_ _	
856	_ _	\$u

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Type a	ELvl	Srce	GPub __	Ctrl	Lang ____
Blvl s	Form	Conf ■	Freq ■	MRec	Ctry ____
S/L 0	Orig ■	EntW	Regl ■	Alph	
Desc i	SrTp __	Cont	DtSt __	Dates:	, ____

022	# #	
040	# #	\$a XYZ \$b eng \$e rda \$c XYZ
1__	__ #	
245	__ __	
246	__ __	
246	__ __	
264	__ __	
264	__ __	
300	# #	
310	# #	
321	# #	
362	1 #	Began
490	__ #	
5__	# #	
588	# #	Description based on: ; title from
588	# #	Latest issue consulted:
6__	__ 0	
6__	__ 0	
7__	__ #	
7__	__ #	
8__	__ __	
856	__ __	\$u

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Type a	ELvl	Srce	GPub __	Ctrl	Lang ____
Blvl s	Form	Conf ■	Freq ■	MRec	Ctry ____
S/L 0	Orig ■	EntW	Regl ■	Alph	
Desc i	SrTp __	Cont	DtSt __	Dates:	, ____

022	# #	
040	# #	\$a XYZ \$b eng \$e rda \$c XYZ
1__	__ #	
245	__ __	
246	__ __	
246	__ __	
264	__ __	
264	__ __	
300	# #	
310	# #	
321	# #	
362	1 #	Began
490	__ #	
5__	# #	
588	# #	Description based on: ; title from
588	# #	Latest issue consulted:
6__	__ 0	
6__	__ 0	
7__	__ #	
7__	__ #	
8__	__ __	
856	__ __	\$u

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Type a	ELvl	Srce	GPub __	Ctrl	Lang ____
Blvl s	Form	Conf ■	Freq ■	MRec	Ctry ____
S/L 0	Orig ■	EntW	Regl ■	Alph	
Desc i	SrTp __	Cont	DtSt __	Dates:	, ____

022	# #	
040	# #	\$a XYZ \$b eng \$e rda \$c XYZ
1__	__ #	
245	__ __	
246	__ __	
246	__ __	
264	__ __	
264	__ __	
300	# #	
310	# #	
321	# #	
362	1 #	Began
490	__ #	
5__	# #	
588	# #	Description based on: ; title from
588	# #	Latest issue consulted:
6__	__ 0	
6__	__ 0	
7__	__ #	
7__	__ #	
8__	__ __	
856	__ __	\$u

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY



RDA CONSER Standard Record (CSR) Metadata Application Profile

March 19, 2014 revision

Introduction

The CONSER Standard Record (CSR) is a combination of RDA “Core,” RDA “Core if,” “PCC Core,” and “PCC Recommended” elements applicable to textual serials in various formats. Specific instructions have been included where appropriate for describing rare serials. Instructions in the RDA CSR should be read in conjunction with the LC-PCC Policy Statements (LC-PCC-PSs) that are integrated into the RDA Toolkit. When describing online resources, catalogers should also consult the [PCC RDA Provider-Neutral guidelines](#). Modules of the CCM should be consulted for specialized formats such as Module 30 for direct access computer file serials, Module 31 for online serials, Module 32 for microform serials, Module 33 for newspapers, Module 34 for legal serials and Module 35 for integrating resources.

When describing monographic resources, catalogers should consult the [BIBCO Standard Record](#).

The CSR follows [RDA 0.6.1](#) in its approach to the concept of core: “As a minimum, a resource description for a work, expression, manifestation, or item should include all the core elements that are applicable and readily ascertainable.” The “PCC Recommended” elements are *not* core; their inclusion is encouraged but discretionary. Additional instructions are included that reflect CONSER agreement on recording certain RDA core elements.

The CSR is a model for serial descriptive records using a single encoding level (Ldr/17=‘blank’) in a shared database environment. Catalogers satisfy CSR requirements when creating and/or modifying bibliographic records, and determine the level of fullness that best suits the resources in their collections and the needs of their users. The CSR establishes a baseline set of elements that emphasize access points over descriptive data. The standard seeks to ensure inclusion of the essential data elements necessary to meet user needs; it is a solid “floor” description of a resource that can be built upon in a shared environment. The standard also does not preclude the use of any data in a bibliographic description representing more extensive cataloging treatment.

Authority records must support controlled access points in an RDA CSR record (coded Ldr/17=‘blank’). The mapping to MARC 21 fields included in the CSR is intended to be a general guide. For specific instructions on recording data in the MARC 21 format, please refer to official [MARC 21](#) documentation, [OCLC Bibliographic Formats and Standards](#), and appropriate modules of the CCM. CSR elements not directly related to RDA (e.g., access points for subjects), or data treated in MARC21 control/fixed fields, are included in a separate table at the end of this document.

Explanation of symbols in this table:

- “Element” column: a “T” in parentheses identifies a transcribed element per RDA instruction or per CONSER agreement in that instruction.
- “RDA no.” column: an asterisk (*) indicates there is an LC-PCC PS for that instruction or an alternative, option, etc., related to that instruction.
- “FRBR” column:
 - FRBR entities
 - W = work
 - E = expression
 - M = manifestation
 - I = item

Timeframe for RDA CSR Implementation

This RDA CSR can be used by the PCC community for CONSER-coded records, effective March 31, 2014. Modification of *Resource Description & Access* is an ongoing process as is the modification of RDA-related policies developed within the PCC. Therefore the guidelines and requirements within the CSR itself will evolve. Any comments or suggestions for improving the CSR should be submitted to conser@loc.gov

Instructions for rare materials:

The rare materials provisions in the CSR are closely aligned with the provisions of *Descriptive Cataloging of Rare Materials Serials (DCRM(S))* and may be used with any serial resources deemed rare by the cataloging agency. This includes resources that may require additional details of description to permit the ready identification of copies (e.g., as editions, impressions, or issues) and provide more exact descriptions of them as artifacts. Typically, early resources (e.g., resources produced before the advent of mechanized printing and papermaking processes in the early 19th century) are most likely to require these additional details, but the CSR rare materials provisions may be used if necessary with resources from any period.

As is the case with the general provisions of the CSR, the rare materials provisions represent a floor on which other elements can be built. They are not intended to reproduce or replace *DCRM(S)*, and elements in *DCRM(S)* not in the CSR can certainly be included in the record. The CSR rare materials provisions generally call for expanded treatment of elements within the CSR or deem certain RDA

elements to be core that are not considered core for other types of materials. There is one case that calls for *different* treatment rather than simply expansion of the description. That is: 1.7.1 alternative 1, which invokes the option of using *DCRM(S)* as the designated published style manual in place of RDA 1.7.2-9 for transcribing. This was a case singled out by the rare community as areas where there were valid rare materials reasons for departing from the general guidelines.

It is intended that the rare materials provisions be usable with any format. However, one of the stipulations of applying the rare materials provisions is the recording of the appropriate “dcrm” code in 040 in addition to “rda” in order to label the record as following the CSR rare materials provisions.

RDA Instructions & Elements	RDA no.	FRBR	Notes	MARC encoding
General guidelines on transcription (T)	1.7.1 Alternative (1 st)	M	Rare materials: Use <i>Descriptive Cataloging for Rare Materials (Serials)</i> as the "designated published style manual" in place of the instructions given under RDA 1.7.2-1.7.9 for transcribing punctuation, numerals, symbols, abbreviations, etc.	Varies
Numbers expressed as numerals or as words (T)	1.8.1	M	Rare materials: Apply the RDA alternative for early printed resources.	Varies
Form of numerals (T)	1.8.2	M	Rare materials: Apply the first alternative to record numerals in the form in which they appear on the source of information (for example, roman).	Varies
Numbers expressed as words (T)	1.8.3	M	Rare materials: Record numbers in the form in which they appear on the source of information (see DCRM(S) 0G, 3A3).	Varies
Recording titles (T)	2.3.1.4	M	Rare materials: Generally do not abridge titles.	Varies
Title proper (T)	2.3.2 *	M		245
Title in more than one form (T)	2.3.2.5	M	Record <u>initialisms/acronyms</u> of the title proper not chosen as the title proper as variant titles in field 246 only, rather than as other title information. Rare materials: <i>Transcribe</i> initialisms/acronyms of the title proper as other title information in field 245 (see DCRM(S) 1B1.3, 1D) and record also in field 246 for access.	245, 246
Parallel title proper (T)	2.3.3	M	Record all in 246. Rare materials: Record all parallel titles appearing on the same source as the title proper in both 245 and 246.	245, 246
Other title information (T)	2.3.4	M	Record if it provides clarification or support to the title proper that otherwise might appear misleading without the other title information. Rare materials: <i>Transcribe</i> other title information according to DCRM(S) 1D.	245
Variant title (T)	2.3.6	M	Record <u>initialisms/acronyms</u> of the title proper not chosen as the title proper as variant titles in field 246 only, rather than as other title information. Record variant titles that appear prominently in the resource being cataloged, and which a user might reasonably consider to be the title. Rare materials: <i>Transcribe</i> initialisms/acronyms of the title proper as other title information in field 245 (see DCRM(S) 1B1.3, 1D) and record also in field 246 for access. Record variant titles that are required by DCRM(S) in field 246. See DCRM(S) 1B1.3, 1D2, 7B4.1.1, and Appendix F1B1.3.	245, 246

RDA Instructions & Elements	RDA no.	FRBR	Notes	MARC encoding
Earlier title proper (T)	2.3.7*	M	247 is used only for electronic serials reformatted to remove all evidence of earlier title and integrating resources.	246, 247
Later title proper (T)	2.3.8	M	Record minor title changes.	246
Abbreviated title (T)	2.3.10	M	Record in 210, not 246.	210
Statement of responsibility relating to title proper (T)	2.4.2	M	Usage of variant names appearing in a statement of responsibility on later issues may be recorded in 550 notes or in the 4XX field of authority records. Rare materials: Make a 550 note about changes in statement of responsibility. See DCRM(S) 1E15.	245
Designation of edition (T)	2.5.2	M		250
Numbering of serials	2.6		First or only sequence core if available for serials. Substitute a slash for a hyphen, as necessary, for clarity (2.6.1).	
Numeric and/or alphabetic designation of first issue or part of sequence (T)	2.6.2 *	M	Follow 2.6.2.3 Alternative and make a note (2.20.5.3) rather than recording the Numeric and/or alphabetic designation of first issue or part of sequence element (e.g., "Began ..."). Record or supply numeric and/or alphabetic designation of the first issue whenever this information is available, regardless of whether the first issue is in hand or not. LC-PCC PS 1.8.2: LC Practice: Apply the first alternative of 1.8.2: Record numerals in the form in which they appear on the source of information. (PCC allows following 2nd alternative based on cataloger judgment). Rare materials: Record the element as instructed. Do not apply the alternative instruction in 2.6.2.3 to make a note unless the first issue is not available (see DCRM(S) 3A1, 3B).	362
Chronological designation of first issue or part of sequence (T)	2.6.3 *	M	Follow 2.6.3.3 Alternative and make a note (2.20.5.3) rather than recording the Chronological designation of first issue or part of sequence element (e.g., "Began ..."). Record or supply chronological designation of the first issue whenever this information is available, regardless of whether the first issue is in hand or not.	362

RDA Instructions & Elements	RDA no.	FRBR	Notes	MARC encoding
			<p>Captions and months are transcribed as found.</p> <p>If numbering is not present or known, give the beginning date of publication or the copyright date.</p> <p>If numbering includes both issue number and date, put parentheses around the date.</p> <p>Include new series designations, changes in numbering, etc., in this field or in the 515, whichever is clearer.</p> <p>Rare materials: Record the element as instructed. Do not apply the alternative instruction in 2.6.3.3 to make a note unless the first issue is not available (see DCRM(S) 3A1, 3C).</p>	
Numeric and/or alphabetic designation of last issue or part of sequence (T)	2.6.4 *	M	<p>Follow 2.6.4.3 Alternative and make a note (2.20.5.3) rather than recording the Numeric and/or alphabetic designation of last issue or part of sequence element (e.g. "Ceased ...").</p> <p>Record or supply numeric/and or alphabetic designation of the last issue whenever this information is available, regardless of whether the last issue is in hand or not.</p> <p>Rare materials: Record the element as instructed. Do not apply the alternative instruction in 2.6.4.3 to make a note unless the last issue is not available (see DCRM(S) 3A1, 3B).</p>	362
Chronological designation of last issue or part of sequence (T)	2.6.5 *	M	<p>Follow 2.6.5.3 Alternative and make a note (2.20.5.3) rather than recording the Chronological designation of last issue or part of sequence element (e.g., "Ceased ...").</p> <p>Record or supply chronological designation of the last issue whenever this information is available, regardless of whether the last issue is in hand or not.</p> <p>Captions and months are transcribed as found.</p> <p>If numbering is not present or known, give the ending date of publication or the copyright date.</p> <p>If numbering includes both issue number and date, put parentheses around the date.</p> <p>Rare materials: Record the element as instructed. Do not apply the alternative instruction in 2.6.2.3 to make a note unless the first issue is not available (see</p>	362

RDA Instructions & Elements	RDA no.	FRBR	Notes	MARC encoding
			DCRM(S) 3A1, 3B).	
Date of production	2.7.6 *	M	Record date of production for a resource in unpublished form.	264
Place of publication (T)	2.8.2 *	M	<p>If more than one place, only the first recorded is required.</p> <p>Record changes in place, if they are considered to be important for identification or access (2.8.1.5.2).</p> <p>If a place of publication is not named on the resource, supply a place of publication from any source whenever possible.</p> <p>Rare materials: Generally transcribe all places of publication (see DCRM(S) 4B6.1-2). If a place of publication is known to be fictitious or incorrect, supply a correction in square brackets (see DCRM(S) 4B9).</p>	264
Publisher's name (T)	2.8.4 *	M	<p>If more than one publisher, only the first recorded is required.</p> <p>Also record changes in publisher name or of a different publisher appearing on later issues, if they are considered to be important for identification or access (2.8.1.5.2).</p> <p>If a publisher is not named on the resource supply a name according to the sources listed in RDA 2.2.4:</p> <p>a) accompanying material (e.g., a leaflet, an "about" file) b) a container that is not issued as part of the resource itself (e.g., a box, case made by the owner) c) other published descriptions of the resource d) any other available source (e.g., a reference source).</p> <p>Rare materials: Generally transcribe all publishers' names (see DCRM(S) 4C6.1-2). If a publisher's name is known to be fictitious or incorrect, supply a correction in square brackets (see DCRM(S) 4C5).</p>	264
Date of publication	2.8.6 *	M	<p>Serials: Record the publication date(s) of first and/or last issue if the dates are known and the first and/or last issues are in hand.</p> <p>Integrating Resources: If the date(s) of publication cannot be approximated, no date is recorded (2.8.6.5 applies to multipart monographs, serials, and integrating resources).</p> <p>Rare materials: <i>Transcribe</i> date(s) of the first and/or last issue (see DCRM(S) 4D1.2). If a date of publication is known to be fictitious or incorrect, supply the correct year in</p>	264

RDA Instructions & Elements	RDA no.	FRBR	Notes	MARC encoding
			square brackets (see DCRM(S) 4D2.3).	
Place of distribution (T)	2.9.2 *	M	Transcribe for a published resource, if place of publication is not identified; if more than one, only the first recorded is required. Rare materials: Generally transcribe all places of distribution (see DCRM(S) 4B6.1-2). If a place of distribution is known to be fictitious or incorrect, supply a correction in square brackets (see DCRM(S) 4B9).	264
Distributor's name (T)	2.9.4 *	M	Transcribe for a published resource, if publisher is not identified; if more than one, only the first recorded is required. Rare materials: Generally transcribe all distributors' names (see DCRM(S) 4C6.1-2). If a distributor's name is known to be fictitious or incorrect, supply a correction in square brackets (see DCRM(S) 4C5).	264
Date of distribution	2.9.6 *	M	Record date of distribution for a published resource, if date of publication is not identified. Rare materials: <i>Transcribe</i> date(s) of distribution of the first and/or last issue (see DCRM(S) 4D1.2). If a date of distribution is known to be fictitious or incorrect, supply the correct year in square brackets (see DCRM(S) 4D2.3).	264
Place of manufacture (T)	2.10.2 *	M	Transcribe for a published resource, if neither place of publication nor place of distribution is identified; if more than one, only the first recorded is required. Rare materials: Generally transcribe all places of manufacture (see DCRM(S) 4B6.1-2). If a place of manufacture is known to be fictitious or incorrect, supply a correction in square brackets (see DCRM(S) 4B9).	264
Manufacturer's name (T)	2.10.4 *	M	Transcribe for a published resource, if neither publisher nor distributor is identified; if more than one, only the first recorded is required. Rare materials: Generally transcribe all manufacturers' names (see DCRM(S) 4C6.1-2). If a manufacturer's name is known to be fictitious or incorrect, supply a correction in square brackets (see DCRM(S) 4C5).	264
Date of manufacture	2.10.6 *	M	Record date of manufacture for a published resource, if neither date of publication, date of distribution, nor copyright date is identified. Rare materials: <i>Transcribe</i> date(s) of manufacture of the first and/or last issue (see DCRM(S) 4D1.2). If a date of manufacture is known to be fictitious or incorrect, supply the correct year in square brackets (see DCRM(S) 4D2.3).	264
Copyright date	2.11 *	M	Rare materials: Record the year of copyright when present in the resource. If a full transcription of the copyright statement is desired, record it in a note.	264
Title proper of series (T)	2.12.2 *	M		490

RDA Instructions & Elements	RDA no.	FRBR	Notes	MARC encoding
ISSN of series	2.12.8 *	M		490
Numbering within series (T)	2.12.9 *	M	For serials, record the numbering within a series only if all issues or parts of the serial have the same series number.	490
Title proper of subseries (T)	2.12.10 *	M		490
ISSN of subseries	2.12.16 *	M	Per Policy Statements Report: LC-PCC PS will be labeled as a core element for LC/PCC.	490, 8XX
Numbering within subseries (T)	2.12.17 *		For serials, record the numbering within a subseries only if all issues or parts of the serial have the same subseries number.	490
Mode of issuance	2.13	M		Ldr Bibl Lvl
Frequency	2.14	M	<p><u>Current</u> frequency (310) is a core element for CONSER, if known. <u>Former</u> frequency (321) is not required on <u>original</u> records.</p> <p>U.S. ISSN center staff required to code 008/18-19.</p> <p>Rare materials: Record former frequency, if known (see DCRM(S) 7B1.2).</p>	008/18-19, 310/321
Identifier for the manifestation	2.15 *	M	<p>022: U.S. ISSN center staff codes for ISSN assignments, other CONSER members transcribe from issues in hand or transcribe from the ISSN Portal.</p> <p>030: Optionally provide.</p>	022, 030
Note on title	2.20.2 *	M	<p>Always supply the source of title, even if it is the title page. Should be combined with "Description based on" note.</p> <p>See LC-PCC PS for 2.20.2.3 LC practice for Optional omission: Do not omit the note.</p>	588
Note on issue, part, or iteration used as the basis for identification of the resource.	2.20.13	M	<p>1) Always provide "Description based on:" as a best practice even if first issue in hand.</p> <p>2) Wording in RDA: "Identification of the resource based on: ... " is only an example. CONSER will continue to use "Description based on: ..."</p> <p>3) Always make a note ("Latest issue consulted:") identifying the latest issues used as the basis for identification of the resource even if last issue is in hand.</p> <p>Rare materials: <i>Transcribe</i> the numbering for the issue, part, or iteration used as the basis for identification in the same order as in the numbering area, and with the appropriate prescribed punctuation (see DCRM(S) 7B21.1, 7B21.2).</p>	588
Media type +	3.2	M		337

RDA Instructions & Elements	RDA no.	FRBR	Notes	MARC encoding
Carrier type	3.3	M		338
Extent	3.4 *	M	Provide a term for type of carrier for currently published, tangible non-print formats (e.g. computer discs). Provide extent and carrier terms for other formats only if the resource is complete and the total extent is known. Require at least the term (e.g., "volumes") for "dead" serials only.	300
Dimensions	3.5*		Required only for resources other than print serials. Rare materials: Required for serials in all formats.	300
Note on changes in carrier characteristics	3.22.6 *	M	Give if carrier characteristics vary and new description isn't made.	500
Uniform Resource Locator	4.6 *			856
Preferred title for the work	6.2.2 *	W	Title or form of title chosen as the basis for the authorized access point representing that work. For example language editions.	130, 240
Form of work	6.3	W	If needed to differentiate.	130, 240
Date of work	6.4 *	W	If needed to differentiate.	130, 240
Place of origin of the work	6.5	W	If needed to differentiate.	130, 240
Other distinguishing characteristic of the work	6.6	W	If needed to differentiate.	130, 240
Content type	6.9	E		336
Date of expression	6.10 *	E	If needed to differentiate.	130, 240
Language of expression	6.11 *	E	Provide in 008/35-37, 041/546. (See 7.12)	008/35-37; 041/546; 130, 240
Additions to authorized access points representing works	6.27.1.9	W	When creating a bibliographic or name authority record for a serial, construct an authorized access point with a parenthetical qualifier if the authorized access point is the same as the authorized access point of another work. Follow LC-PCC PS 6.27.1.9	

RDA Instructions & Elements	RDA no.	FRBR	Notes	MARC encoding
			as a guide. Use judgment in selecting an appropriate addition.	
Language of the content	7.12 *	E	For serials with multiple languages, only the language of the primary content (041 \$a) is required; more complete information regarding languages of other content may be supplied in 546.	041, 546
Script	7.13.2 *	E	Record for some languages (see LC-PCC PS 7.13.2.3).	546
Creator	19.2 *	W	If there is more than one creator responsible for the work, only the creator having principal responsibility named first in resources embodying the work or in reference sources is required. If principal responsibility is not indicated, only the first-named creator is required.	1XX
			LC Practice: After satisfying the RDA core requirement, catalogers may provide additional authorized access points for creators according to cataloger's judgment.	7XX
Other person, family, or corporate body associated with a work	19.3 *	W	If the authorized access point representing that person, family, or corporate body is used to construct the authorized access point representing the work.	1XX
			After satisfying the RDA core requirement, catalogers may provide additional authorized access points according to cataloger's judgment.	7XX
Contributor	20.2 *	E	LC Practice: CORE for illustrators of resources intended for children.	7XX
Related work	25.1 *	W	Prefer 7XX \$i or MARC 21 content designation (e.g. sequential relationships in 780 and 785) rather than 5XX (773, 774, 787 are not required).	5XX, 7XX
			When giving relationship, give reciprocal relationships when appropriate (primarily for serials and integrating resources).	
			For rare materials, citation notes and references to published descriptions are encouraged. Record in the form prescribed by <i>Standard Citation Forms for Rare Book Cataloging</i> .	
Related expression	26.1 *	E	Prefer 7XX \$i or MARC 21 content designation (e.g. sequential relationships in 780 and 785) rather than 5XX (773, 774, 787 are not required).	5XX, 7XX
			When giving relationship, give reciprocal relationships when appropriate (primarily for serials and integrating resources).	
Related manifestation	27.1*	M	Make for format versions and reproductions. Use 776 for different formats, 775 if the related manifestation is in the same format. Give reciprocal relationships.	5XX, 76X-787
Related item	28.1 *	I	Make for reproductions, bound withs, and for special relationships for rare materials if warranted.	5XX, 76X-787

Required non-RDA and MARC Data

The following table outlines data required by the CSR, if applicable to the resource being described, that either does not map directly to RDA (e.g., classification and subject access), or are coded data that form part of the [MARC 21 Bibliographic Format](#). Use as many 006 or 007 fields as are appropriate for the resource.

ELEMENT	NOTES	MARC ENCODING
Leader		
Type of record	Use "a"	Ldr/06
Bibliographic level	Use "s"	Ldr/07
Encoding level	Use "blank" value	Ldr/17
Descriptive cataloging form	Use "i"	Ldr/18
Variable Control Fields – Physical Description Fixed Field		
Category of material		Ldr/00
Specific material designation		Ldr/01
Variable Control Fields – Fixed-Length Data Elements		
Type of date/publication status		008/06
Date 1		008/07-10
Date 2		008/11-14
Place of publication, production, or execution		008/15-17
Form of item		008/23
Language		008/35-37
Modified record		008/38
Cataloging source	Use "c" or "blank"	008/39
Variable Fields		
Cataloging source: Language of cataloging	Always specify that the language of cataloging is English. Use "eng"	040\$b
Cataloging source: Description conventions	Use "rda". Always place \$e rda directly after the language of cataloging (\$b). Rare materials: Use "rda" and "dcrms". Always place \$e rda and \$e dcrms directly after the language of cataloging (\$b).	040\$e
Language code	PCC Core for all resources if necessary to record more language codes than 008/35-38 allows. See also CSR instructions under RDA 7.12.	041
Authentication code	Use "pcc" or "msc"	042
Subject and genre/form access	Use judgment in assessing each resource. As	6XX

	<p>appropriate, assign a complement of access points that provide access to at least the primary/essential subject and/or form of the work at the appropriate level of specificity. Assign such access points from an established thesaurus, list, or subject heading system.</p> <p>Rare materials: Adding genre/form terms from one of the Rare Books and Manuscripts Section (RBMS) Controlled Vocabularies is strongly recommended. Assign terms from other thesauri as appropriate.</p>	
--	--	--

Appendix F: Answers to Exercises/Quizzes

Module 2: Answers to Exercises

Give as many reasons as you can (there may be more than one per example) why the following titles should or should not be cataloged as serials.

Exercise 1: Journal of New Zealand & Pacific Studies

1. ISSN
2. Enumeration and chronology
3. Statement of frequency indicates continuing publication
4. The word "journal."

Exercise 2: World Stock Exchange Fact Book

1. ISSN
2. There is a coverage date on the cover, 2012.
3. There is a stated frequency.

Exercise 3: SERVICE INDUSTRIES USA

1. It is known that this title is issued every two years.
2. ISSN
3. 3rd edition can serve as enumeration since we know it is issued frequently.

Exercise 4: Academic Freedom

The numbering changes from chronological to numeric, but there is clear numbering on each issue.

Exercise 5: Tokyo Stock Exchange

From the two pieces it is clear that the title is issued annually and that the dates are years of coverage.

Exercise 6: The Frank C. Brown Collection of North Carolina Folklore

This is a multi-part monograph complete in five volumes and not a serial.

Exercise 7: UNITED NATIONS LITERACY DECADE 2003-2013 Annual Report For 2010

This is a publication of limited duration that has a stated frequency and numbering and can be treated as a serial according to LC-PCC PS for 0.0 and RDA 1.1.3.

Exercise 8: PROCEEDINGS OF THE EIGHTH ANNUAL ACM-SIAM SYMPOSIUM ON DISCRETE ALGORITHMS

This can be cataloged as a serial since it is an ongoing symposium and has terms (23rd) that can serve as enumeration.

Exercise 9: BUILDING THE PUBLIC CITY

This is a monograph appearing in the numbered series: Urban Affairs Annual Review. It could be cataloged either as a serial under the series title or as a monograph with a series tracing.

Module 3: Answers to Quizzes

1. The basis for identification for a serial is the earliest-published issue, regardless of numbering.
☐ True
☒ False

2. The CONSER RDA core element set is
 - a) In line with RDA Core elements with some exceptions, and
 - b) Equal to the PCC Core elements for continuing resources☒ True
☐ False

3. The RDA CONSER Standard Record (CSR) Metadata Application Profile (Check all that apply)
☒ a) Is a "floor" description of a resource that can be built upon in a shared environment
☒ b) Allows the use of any data in a bibliographic description representing more extensive cataloging treatment
☐ c) Requires Authority records in the Library of Congress/NACO and Subject Authority Files for all controlled access points
>>Comment: Some CSR records, notably US ISSN records for pre-publication serials, may lack corresponding authority records. These records are authenticated as 042 ## \$a msc

4. Which of the following statement(s) is/are true?
 - a) Transcribed data follows RDA 1.7.1 and the ICP principle of representation
 - b) PCC practice encourages the use of RDA Appendix A for capitalization
 - c) For serials, RDA includes exceptions to exact transcription for variable data in the title
 - ☒ d) All of the above

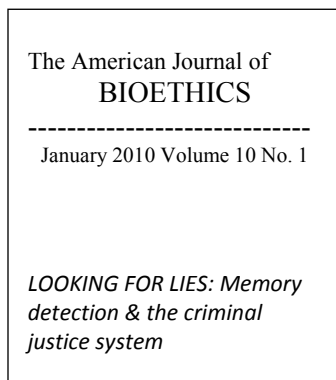
5. For each category, mark whether the data is primarily: transcribed or recorded

Category	Transcribed	Recorded
Title proper and parallel title	x	
Mode of issuance		x
Identifier of the manifestation (e.g., ISSN)		x
Numbering data	x	
Place and name of publisher, distributor, or manufacturer	x	
Frequency		x
Notes about elements or about change over time		x

Module 4 Quizzes: Answers

Exercise 1: For each of the scenarios, which titles should be represented and how?

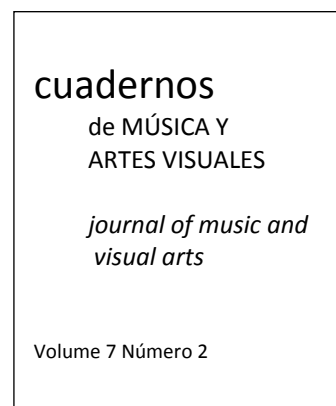
Scenario 1:



245 04 \$a The American journal of bioethics.

Note: Looking for Lies may be the lead article, or it may be a thematic title specific to a single issue.

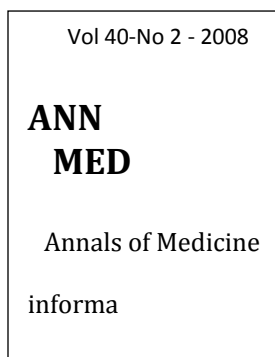
Scenario 2:



245 00 \$a Cuadernos de música y artes visuales.

246 1# \$a Journal of music and visual arts

Scenario 3:



245 _ 0 \$a Annals of medicine.

246 1# \$a Ann med

Exercise 2: For each scenario, which of the choices would you use to describe the numbering?

On cover (preferred source of title): VOLUME I, NO. 1, JULY 2012	362 1# \$a Began with volume I, number 1, July 2012. 588 ## \$a Description based on: Volume I,
---	--

	<p>number 1, July 2012; title from cover.</p> <p>362 1# \$a Began with VOL. 1, NO. 1 (JULY 2012).</p> <p>588 ## \$a Description based on: VOL. 1, NO. 1 (JULY 2012).</p> <p>362 1# \$a Began with volume I, no. 1 (July 2012).</p> <p>588 ## \$a Description based on: Volume I, no. 1 (July 2012).</p>
--	--

<p>On cover (preferred source of title):</p> <p>Año 10 Número 19 enero-junio 2013</p>	<p>[no 362]</p> <p>588 ## \$a Description based on: Año 10, número 19 (enero/junio 2013).</p> <p>362 1# \$a Began in 2003?</p> <p>588 ## \$a Description based on: Año 10, número 19 (enero/junio 2013).</p> <p>362 1# \$a Library subscription began with año 10, número 19 (enero/junio 2013).</p> <p>588 ## \$a Description based on: Año 10, número 19 (enero/junio 2013).</p>
---	--

<p>On cover (preferred source of title): January-February 2004</p> <p>On masthead: Vol. 1, no. 1 January-February 2004</p>	<p>362 1# \$a Began with January-February 2004.</p> <p>588 ## \$a Description based on: January-February 2004</p> <p>362 1# \$a Began with January/February 2004.</p> <p>588 ## \$a Description based on: January/February 2004.</p> <p>362 1# \$a Began with vol. 1, no. 1 (January/February 2004).</p> <p>588 ## \$a Description based on: Vol. 1, no. 1 (January/February 2004).</p>
--	---

Exercise 3: How would you transcribe the publication statement for this journal?

First issue after a title change

<p>[Title page]</p> <p>The Huguenot Society Journal <i>Formerly Proceedings of the Huguenot Society of Great Britain and Ireland</i></p> <p>Vol. XXX No 1 AUTUMN 2013</p>	<p>[Title page verso]</p> <p>ISSN 2053-6267</p>
--	---

THE HUGUENOT SOCIETY OF GREAT BRITAIN AND IRELAND Gower Street, London WC1E 6BT	© 2013 <i>The Huguenot Society of Great Britain and Ireland</i> . All rights reserved...
---	--

264 #1 \$a London : \$b The Huguenot Society of Great Britain and Ireland, \$c [2013]-

Module 4: Answers to Exercises

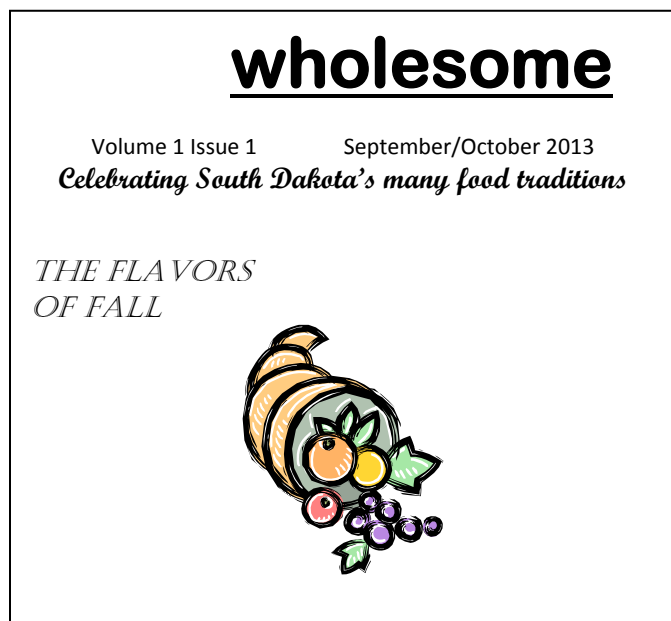
Use the workforms provided in Appendix D to record the cataloging data from the information provided in the following pages.

Use Appendix G for MARC tagging

1. Select the preferred source for the title.
2. Transcribe and tag the title proper.
3. Select and tag a creator, if any.
4. Make any variant title access points that are thought useful.
5. Give the publication, distribution, etc. statement(s)
6. Give numbering, if appropriate.
7. Give a frequency note, if known.
8. Add any other notes thought appropriate
9. Include notes on issue(s) used as the basis of identification and the source of title (description based on, latest issue consulted).
10. Give other access points thought appropriate

Exercise 1

Cover:



Masthead:

PUBLISHER

Wholesome Magazine, LLC

P.O. Box 87967

Sioux Falls, SD 57109

Available online at:

<http://issuu.com/wholesomemagazine>

print ISSN: 2372-2177 * online ISSN:2372-2185

Bimonthly publication

© 2013 Wholesome Magazine, LLC.

All rights reserved.

Other: issues received:

Volume 1, Issue 2 November/December 2013

Volume 2, Issue 1 January/February 2014

Volume 2, Issue 2 March/April 2014

```

Type:   a      ELvl:   I      Srce:   d      GPub:           Ctrl:           Lang:   eng
BLvl:   s      Form:           Conf:   ■      Freq:   ■      MRec:           Ctry:   sdu
S/L:    0      Orig:           EntW:           Regl:   ■      Alph:
Desc:   i      SrTp:   p      Cont:           DtSt:   c      Dates:  2013,  9999

```

```

040    ##    $a XXX $b eng $e rda $c XXX
022    ##    $a 2372-2177
130    0#    $a Wholesome (Sioux Falls, S.D.)
245    10    $a Wholesome.
264    #1    $a Sioux Falls, SD : $b Wholesome Magazine, LLC, $c [2013]-
310    ##    $a Bimonthly
336    ##    $a text $b txt $2 rdacontent
337    ##    $a unmediated $b n $2 rdamedia
338    ##    $a volume $b nc $2 rdacarrier
362    1#    $a Began with: Volume 1, issue 1 (September/October 2013).
530    ##    $a Issued also online.
588    ##    $a Description based on: Volume 1, issue 1
          (September/October 2013); title from cover.
588    ##    $a Latest issue consulted: Volume 2, issue 2 (March/April
          2014).
856    41    $u http://issuu.com/wholesomemagazine

```

Note: This title is not unique. In module 6, we will discuss additions to the preferred title, in constructing an authorized access point for the work.

Exercise 2

Cover:

Bells and Bellringing

Quarterly Journal Devoted to Their History

Price 3/-

Vol. 1, No. 1

May, 1966

Page [1]:

Editor & Publisher: John Hilton

Editorial & Publishing Office: 19, Lonewood Way, Hadlow, Tonbridge, Kent

Preferred source: cover

Type: a	ELvl: I	Srce: d	GPub:	Ctrl:	Lang: eng
BLvl: s	Form:	Conf: ■	Freq: ■	MRec:	Ctry: enk
S/L: 0	Orig:	EntW:	Regl: ■	Alph:	
Desc: i	SrTp: p	Cont:	DtSt: u	Dates: 1966,	uuuu

```

040  ##  $a XXX $b eng $e rda $c XXX $d XXX
245  00  $a Bells and bellringing.
300  ##  $a volumes
264  #1  $a Tonbridge, Kent : $b John Hilton, $c [1966]-
310  ##  $a Quarterly
336  ##  $a text $b txt $2 rdacontent
337  ##  $a unmediated $b n $2 rdamedia
338  ##  $a volume $b nc $2 rdacarrier
362  1#  $a Began with vol. 1, no. 1 (May 1966).
588  ##  $a Description based on: Vol. 1, No. 1 (May 1966); title
      from cover.
588  ##  $a Latest issue consulted: Vol. 1, No. 1 (May 1966).

```

Top of page [1]:



Top of pages 2-8: **ISGS, Vol. 30:1**

Page 8: ISGS, P.O. Box 10195, Springfield, IL, 62791-0195
Newsletter: Published bimonthly

[Contains articles about genealogy, information resources for conducting genealogical research in Illinois, and also some information about the Society.]

Other issues received:

Volume 30, number 5 September/October 2009

Volume 31, number 6 November/December 2012

Preferred source for title: caption at the top of page [1]

```
Type:  a      ELvl:  I      Srce:  d      GPub:      Ctrl:      Lang:  eng
BLvl:  s      Form:      Conf:  ■      Freq:  ■      MRec:      Ctry:  Ilu
S/L:   0      Orig:      EntW:      Regl:  ■      Alph:
Desc:  i      SrTp:  p      Cont:      DtSt:  c      Dates:  19uu,  9999
```

```
040    ##  $a XXX $b eng $e rda $c XXX $d XXX
130    0#  $a Newsletter (Illinois State Genealogical Society)
245    10  $a Newsletter
246    1#  $a ISGS
264    #1  $a Springfield, Illinois : $b Illinois State Genealogical
          Society
310    ##  $a Bimonthly
336    ##  $a text $b txt $2 rdacontent
337    ##  $a unmediated $b n $2 rdamedia
338    ##  $a volume $b nc $2 rdacarrier
530    ##  $a Issued also online.
588    ##  $a Description based on: Volume 30, number 1 (January/February
          2009); title from caption.
588    ##  $a Latest issue consulted: Volume 31, number 6
          (November/December 2012).
710    2#  $a Illinois State Genealogical Society, $e issuing body.
856    41  $u http://www.rootsweb.ancestry.com/~ilsgs/newsletterpage.html
```

This exercise raises the question of how to decide whether a serial has creator. In this case, the publication is mostly about genealogical research but also contains some information about the Society.

Cover:

THE ART INSTITUTE OF CHICAGO ANNUAL REPORT 2007-08

Page [2] of cover:

Copyright 2008 by The Art Institute of Chicago.

Preferred source: cover

Type:	a	ELvl:	I	Srce:	d	GPub:		Ctrl:		Lang:	eng
BLvl:	s	Form:		Conf:	■	Freq:	■	MRec:		Ctry:	ilu
S/L:	0	Orig:		EntW:		Regl:	■	Alph:			
Desc:	i	SrTp:		Cont:		DtSt:	u	Dates:	uuuu, uuuu		

```
040  ##  $a XXX $b eng $e rda $c XXX $d XXX
110  2#  $a Art Institute of Chicago, $e author.
245  10  $a Art Institute of Chicago annual report ...
264  #1  $a [Chicago] : $b Art Institute of Chicago
310  ##  $a Annual
336  ##  $a text $b txt $2 rdacontent
337  ##  $a unmediated $b n $2 rdamedia
338  ##  $a volume $b nc $2 rdacarrier
588  ##  $a Description based on: 2007/2008; title from cover.
588  ##  $a Latest issue consulted: 2007/2008.
```

Notes

1. In this case, the question also arises of corporate body as author. Module 7 will cover the topic of relationships in greater detail.
2. The issue received has 2007-08. RDA 1.8.4 instructs catalogers to “include the first and last number in full”; so 2007-08 is represented as “2007/2008.”
3. Some may feel uncomfortable about Fixed Field Date1 and Date2 being “uuuu.” However, in this case, we cannot know whether the annual report began publication in the 20th century or in the 21st century. And the most recent issue is 2007/2008—older than the last three years.

Exercise 5

Title page:

2013

The Footy Almanac

The AFL season one game at a time

Edited by John Harms & Paul Daffey

Height of spine = 23 cm

Page II:

Malarkey Publications

Fitzroy North, Vic.

©2013

Previous editions copyright 2007, 2008, 2009, 2010, 2011, 2012

Preface: Since 2007, when John Harms and Paul Daffey first published *The Footy Almanac*...

Preferred source: cover

Type:	a	ELvl:		Srce:	d	GPub:		Ctrl:		Lang:	eng
BLvl:	s	Form:		Conf:	■	Freq:	■	MRec:		Ctry:	vra
S/L:	0	Orig:		EntW:		Regl:	■	Alph:			
Desc:	i	SrTp:		Cont:		DtSt:	c	Dates:	2007,	9999	

```

040  ##  $a XXX $b eng $e rda $c XXX $d XXX
245  04  $a The footy almanac.
264  #1  $a Fitzroy North, Vic. : $b Malarkey Publications
300  ##  $a volumes ; $c 23 cm
310  ##  $a Annual
336  ##  $a text $b txt $2 rdacontent
337  ##  $a unmediated $b n $2 rdamedia
338  ##  $a volume $b nc $2 rdacarrier
362  1#  $a Began with 2007.
588  ##  $a Description based on: 2013; title from title page
588  ##  $a Latest issue consulted: 2013.
```

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Module 5: Answers to Exercises

Determine whether or not the coding shown in the examples is correct. If it is not correct, what should be done to make it correct?

Exercise 1: Frontiers in Pediatrics

The coding is correct.

Exercise 2: Journal of psychological health

The coding is not correct. The media and carrier types do not match the fixed field coding or the extent in the 300 field. The following changes would correct the errors:

337 ## \$a unmediated \$2 rdamedia

338 ## \$a volume \$2 rdacarrier

Exercise 3: Twentyfirst

The coding is not correct. The extent and illustration information is abbreviated, and the language information in the 546 and 041 fields do not match. The following changes would correct the errors:

041 0# \$a eng \$a dan

300 ## \$a volumes : \$b color illustrations ; \$c 28 cm

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Module 6: Answers to Exercises

Part 1: Determine the Authorized Access Point:

Exercise 1: Annual Report

110 2# \$a Mohamed bin Zayed Species Conservation Fund.
245 10 \$a Annual report.

Exercise 2: Journal of Contemporary History

245 00 \$a Journal of contemporary history.

Part 2: Additions to Authorized Access Points:

Exercise 3: Cancer biology

No, an addition does not need to be made to the authorized access point of the resource in hand. The authorized access point for the resource already in the database contains a 1XX field, so the authorized access points are not the same.

Exercise 4: Tableau

Yes, an addition needs to be made to the authorized access point of the resource in hand. There is no entity in a 1XX field for either title, so the base of the authorized access point for both titles consists of just the preferred title. Therefore, the authorized access points are the same. Here are two possible solutions (including MARC coding):

130 0# \$a Tableau (Chicago, Ill.)
245 10 \$a Tableau.

130 0# \$a Tableau (University of Chicago. Division of the Humanities)
245 10 \$a Tableau.

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Module 7: Answers to Exercises**Part 1: Relationship designators for entities related to the resource:****Exercise 1: Journal of the American Society of Mining and Reclamation**

Access point provided for: American Society of Mining and Reclamation
Relationship designator: issuing body.

Exercise 2: Journal of Management Education

Access point provided for: OBTS Teaching Society for Management Educators
Relationship designator: issuing body.

Exercise 3: National Bank of Nigeria. Annual Report

Access point provided for: Central Bank of Nigeria
Add relationship designator: author

Exercise 4: Neural Computation

No access point included for commercial publisher.

Part 2: Relationship designators for related resources:**Exercise 1: NZSA Bulletin of New Zealand Studies | Journal of New Zealand & Pacific Studies**

Sequential preceding/succeeding title relationship

For resource 1:
785 00 \$t Journal of New Zealand & Pacific studies

For resource 2:
780 00 \$t NZSA bulletin of New Zealand studies

Exercise 2 European Heart Journal | European Heart Journal Supplements

Parent/supplement relationship

For resource 1:
770 0# \$t European heart journal supplements

For resource 2:
772 0# \$t European heart journal

Module 8: Answers to Exercises

Quiz 1: Indicate whether the following situations constitute a major or minor change. For major changes, indicate the reason; for minor changes, the category under RDA 2.3.2.13.2 that applies

	Title 1	Title 2	New Record?
1.	Autograph Collector	Autograph Collector's Magazine	<u>No:2.3.2.13.2(a)+(i)</u>
2.	Report on Public Policy	Report for Public Policy	<u>No:2.3.2.13.2(b)</u>
3.	China Telex & Fax Directory	China Fax & Telex Directory	<u>Yes new record, new work: Reorder of 1st 5 words 2.3.2.13.1(a)</u>
4.	CONSER Program Annual Report	Annual Report of the CONSER Program	<u>No:2.3.2.13.2(c)+(b)</u>
5.	Annual Report 2007	Annual Report for the Fiscal Year 2008-2009	<u>No:2.3.2.13.2(f)</u>
6.	Annuaire des Statistiques Yearbook of Statistics	Yearbook of Statistics Annuaire des Statistiques	<u>No:2.3.2.13.2(e)</u>
7.	Year book	YEARBOOK	<u>No:2.3.2.13.2(a)</u>
8.	TV & cable source	Television and cable source	<u>No:2.3.2.13.2(a)</u>
9.	IEE Proceedings. Part E, Computers and Digital Techniques	IEE Proceedings. Computers and Digital Techniques	<u>Yes, new record and new work : RDA 2.3.2.13.1(a)</u>
10.	Guidebook for France, Italy and Spain	Guidebook for France and Italy	<u>Yes, new record & new work :2.3.2.13.1(change in subject matter)</u>
11.	Guide to travel in Massachusetts: Boston, Salem, Newburyport, Cape Cod and the Islands	Guide to travel in Massachusetts: Boston, Newburyport and the north shore, Cape Cod and the Islands, New Bedford and Fall River	<u>No:2.3.2.13.2(h)</u>

Quiz 2 Indicate whether the following situations constitute a major or minor change. In either case, indicate the RDA instruction that applies. For major changes, indicate if a new work is involved.

	Earlier	Later	New Record? New Work?
1.	Newsletter (Academic Pediatric Association)	Newsletter (Ambulatory Pediatric Association)	<u>Yes, new record and new work</u> <u>RDA 2.3.2.13.1 + 6.1.3.2.1</u>
2a	Hong Kong business directory [Issued on CD-ROMs]	Hong Kong business directory [Issued on DVD-ROMs]	<u>No new record—both CD-ROMs and DVD-ROMs are computer discs.</u> <u>RDA 3.3.1.3</u>
2b	Hong Kong business directory Issued on DVD-ROMs	Hong Kong business directory Issued online as a database	<u>Yes, new record; not a new work.</u> <u>RDA 1.6.2.1 + 1.6.2.2</u>
4.	Asiatic Society of Bombay Report	Asiatic Society of Mumbai Report [cataloger created a separate name authority record for ASM]	<u>Yes, new record and new work</u> <u>RDA 6.1.3.2.1</u>
5.	Art now gallery guide National edition	Art now gallery guide International edition [Focus changed from U.S. to world-wide]	<u>Yes, new record; not a new work unless the edition statement was added as a qualifier to the title</u> <u>RDA 1.6.2.5</u>
6.	Journal of the A.A.G.P. [American Association of Grant Professionals]	Journal of the Grant Professionals Association	<u>Yes, new record and new work</u> <u>RDA 2.3.2.13.1 + 6.1.3.2.2</u>
7.	Law of corporate officers and directors [Issued as an updating loose-leaf]	Law of corporate officers and directors [Now issued as a serial]	<u>Yes, new record; not a new work</u> <u>RDA 1.6.2.1</u>
8.	Microwave journal International edition	Microwave journal [current volumes no longer called international edition, but still constitute the international edition]	<u>No, no new record</u> <u>No change to scope or coverage;</u> <u>RDA 1.6.2.5 does not apply</u>
9.	Prevent Blindness America annual report	Prevent Blindness America annual report [after 2008, ceased in print; issued only online]	<u>Yes, new record; not a new work</u> <u>RDA 1.6.2.2</u>
10.	Survival International Annual report	Survival (Organization) Annual report [Survival dropped “International” after 2002]	<u>Yes, new record and new work</u> <u>RDA 6.1.3.2.1</u>
	BONUS QUESTION		
11.	Worldnet at a glance. \$! Spanish Worldnet en un vistazo. [Originally established in English as: Worldnet at a glance]	[Spanish version has not changed title. But the English version is now: Worldnet]	Yes: an expression of a new work (along with the English-language edition). Per RDA 1.6.2.3 and 2.3.2.13.1(i) in conjunction with 6.1.3.2, the record for the first manifestation received (in English) has undergone a major title change from Worldnet at a glance to Worldnet. Therefore, a new work authorized access point is needed. For the Spanish-language expression, the work authorized access point for title would also change.

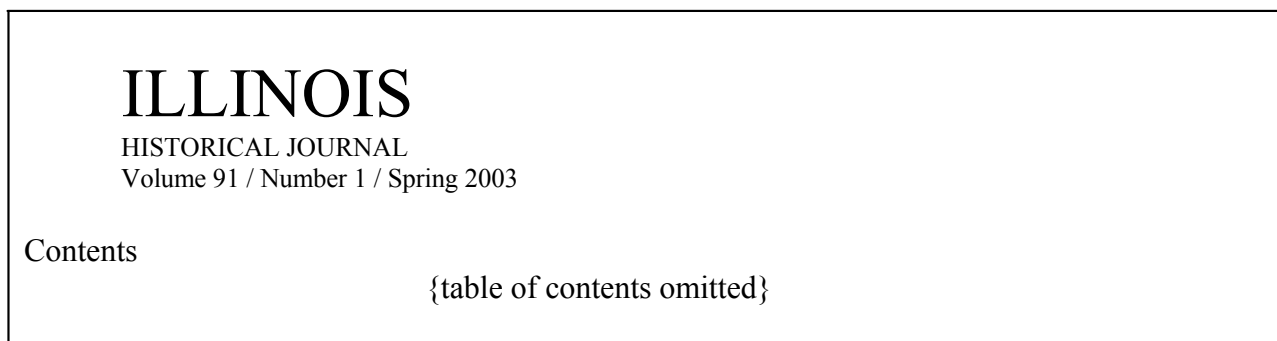
Quiz 3: Complete the abbreviated workforms to indicate the tagging and coding of the relevant bibliographic data. The emphasis in this section is on closing out the old record and tagging and coding the bibliographic data in the new record or editing an existing record.

Exercise 1

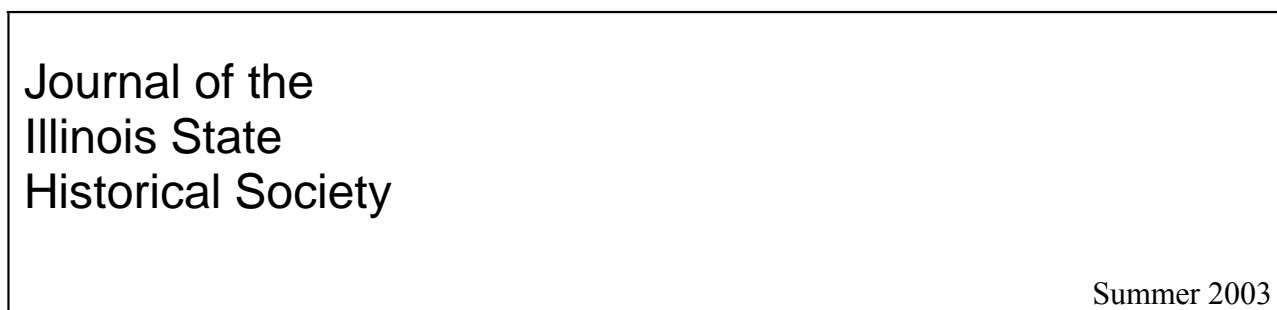
Cover of spring 2003 issue:



Table of contents, page [1]:



Cover of summer 2003 issue.



Title page of summer 2003:

Journal
of the
Illinois State Historical Society
Vol. 91 Number 2

Additional information from Masthead:

Published in Springfield, Illinois by the Illinois State Historical Society

What fields or data would you add to the old record; what additional information would be included in the new records?

Old record

Fixed field:

Publication status: **d**

Dates: 1984,**2003**

245 00 \$a Illinois historical journal.

260 ## \$a Springfield, Ill. : \$b Illinois Historic Preservation Agency, \$c
1984-[**2003**]

362 0# \$a [Vol. 77, no. 3] (autumn 1984)–

362 1# \$a Ceased with vol. 91, number 2 (spring 2003).

588 ## \$a Latest issue consulted: Vol. 91, number 2 (spring 2003).

780 00 \$t Journal of the Illinois State Historical Society

785 00 \$t Journal of the Illinois State Historical Society (2003)

New record

Fixed field:

Publication status: **c**

Dates: 2003, 9999

130 0# \$a_Journal of the Illinois State Historical Society (2003)

245 10 \$a_Journal of the Illinois State Historical Society.

264 #1 \$a_Springfield, Illinois : \$b Illinois State Historical Society, \$c [2003]–

362 1# \$a Began with vol. 91, number 2 (summer 2003).

[Fields 336-338 omitted]

588 ## \$a Description based on: Vol. 91, number 2 (summer 2003); title from cover.

588 ## \$a Latest issue consulted: Vol. 91, number 2 (summer 2003).

780 00 \$t Illinois historical journal

Exercise 2. Beginning in 2012, America's best graduate schools changed title to: Best graduate schools

Cover:



Then in 2013, the title changed again to: Best grad schools

Question: Is a new record needed for this change? **NO**

If not, how would you modify the existing record?

Fixed field: Publication status: c Dates: 2012 ,9999

130 0# \$a Best graduate schools (U.S. News & World Report, inc. : 2012)

245 10 \$a Best graduate schools.

246 1# \$i Issues for 2013- have title: \$a Best grad schools

264 #1 \$a Washington, DC : \$b U.S. News & World Report, inc., \$c [2011]-

300 ## \$a volumes : \$b illustrations ; \$c 27 cm

310 ## \$a Annual

[Fields 336-338 omitted]

362 1# \$a Began with 2012 edition.

500 ## \$a At head of title: U.S. news & world report

588 ## \$a Description based on: 2012 edition; title from cover.

588 ## \$a Latest issue consulted: **2013 edition.**

710 2# \$a U.S. News & World Report, inc.

780 00 \$t America's best graduate schools (U.S. News & World Report, inc. : 2004) \$x 1939-3652 \$w (DLC)

2003238794 \$w (OCoLC)52353681

78 ____ \$ _____

Module 9: Answers to Exercises

Compare the bibliographic information about the issue in hand given in the following pages with the copy provided. The copy may not include all MARC tags.

Exercise 1

Cover:



Page 4 of cover:

Office of the Chief, Army Reserve
ATTN: Family Programs Directorate
6075 Goethals Road
Building 1902, Office 100-32
Fort Belvoir, VA 22060-5231

Family Strong is published quarterly. The contents are informative and not regulatory or directive. Viewpoints expressed are those of the authors and do not necessarily reflect the policy of the Army Reserve.

Type a	ELvl	Srce d	G Pub f	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq q	MRec	Ctry neu
S/L 0	Orig ■	EntW	Regl r	Alph a	
Desc i	SrTp p	Cont	DtSt c	Dates 200u,9999	

010 ## \$a 2013230556
 040 ## \$a WIH \$b eng \$e rda \$c WIH \$d OCLCQ \$d GPO \$d DLC \$d OCLCF
 022 0# \$a 2332-7952 \$2 1
 042 ## \$a pcc a nsdp
 043 ## \$a n-us---
 050 10 \$a ISSN RECORD
 074 ## \$a 0325-A-09
 082 10 \$a 355 \$2 23
 086 0# \$a D 101.159:
 222 #0 \$a Family strong \$b (Print)
 245 00 \$a Family strong.
 264 #1 \$a Fort Bragg, NC :\$ b U.S. Army Reserve Command
 300 ## \$a volumes : \$b color illustrations ; \$c 28 cm
 310 ## \$a Quarterly
 336 ## \$a text \$b txt \$2 rdacontent
 337 ## \$a unmediated \$b n \$2 rdamedia
 338 ## \$a volume \$b nc \$2 rdacarrier
 588 ## \$a Description based on: Vol. 2, no. 1 (fall 2008); title from cover.
 588 ## \$a Latest issue consulted: Vol. 6, no. 2 (2013).
 650 #0 \$a Military dependents \$x Services for \$z United States \$x Periodicals.
 650 #0 \$a Families of military personnel \$x Services for \$z United States \$x Periodicals.
 650 #0 \$a Soldiers \$x Family relationships \$z United States \$x Periodicals.
 610 10 \$a United States. \$b Army \$x Military life \$x Periodicals.

Circle one. The copy fits: **Yes** No

List your reasons:

1. It is a serial record.
2. It is successive entry following the RDA CONSER Standard Record MAP
3. The 245 title proper matches the piece
4. The ISSN matches
5. The dates fit.
6. The enumeration fits.

Exercise 2

Top of page [1]:

vol. 29 nos. 2-4 december 2007

newsletter of the

North Carolina Folklore Society

Hiddenite Center
Box 311
Hiddenite, NC 28636-0311

```

Type a  ELvl   Srce d  GPub   Ctrl   Lang eng
BLvl s  Form   Conf 0   Freq q   MRec   Ctry: neu
S/L 0   Orig   EntW:   Regl x   Alph a
Desc a  SrTp p   Cont:   DtSt c   Dates 1977,9999
010 ## $a 97645992 $z sn86014420
040 ## $a NSD $c NSD $d NST $d IXA $d DLC
012 ## $i 9710 $l 1 $z d
022 0# $a 0888-6121
042 ## $a nsdp $a lc
043 ## $a n-us-nc
050 00 $a GR110.N8 $b N49 $u <AFC>
082 1# $a 390 $2 11
210 0# $a Newsl. N.C. Folk. Soc.
222 #0 $a Newsletter of the North Carolina Folklore Society
245 00 $a Newsletter of the North Carolina Folklore Society.
260 ## $a Boone, NC : $b North Carolina Folklore Society, $c 1977-
300 ## $a v. ; $c 28 cm.
310 ## $a 3 or 4 no. a year, $b 1986-
321 ## $a Irregular, $b 1977-1985
362 0# $a Vol. 1, no. 1 (5 Feb. 1977)-
500 ## $a Title from caption.
500 ## $a Latest issue consulted: Vol. 30, no. 3 (Sept. 2008).
515 ## $a Some issues do not have a numeric designation.
650 #0 $a Folklore $z North Carolina $v Periodicals.
610 20 $a North Carolina Folklore Society $v Periodicals.
651 #0 $a North Carolina $x Social life and customs $v Periodicals.
710 2# $a North Carolina Folklore Society.
850 ## $a DLC $a DeU $a MiDW $a TxU $a UU $a ViBibV

```

Circle one. The copy fits: **Yes** No

List your reasons:

1. It is a serial record.
2. It is successive entry, cataloged according to pre-RDA code (AACR2).
3. The dates fit.
4. The enumeration fits.
5. The 245 title proper matches the piece.
6. There is no ISSN on this piece, but that lack should not affect the decision.

Note that this does NOT follow the CONSER Standard Record guidelines. But you can still use it.

Exercise 2

Cover:



Page [5] table of contents:

Conscious Choice[®] is published monthly by Conscious Enlightenment 920 N. Franklin, Suite 202, Chicago, IL 60610.

Page 6 editorial matter sidebar:

Conscious Choice was created in 1988 to encourage people to take personal responsibility in their lives.

Type	a	ELvl	I	Srce	d	GPub	Ctrl	Lang	eng	
BLvl	s	Form		Conf	■	Freq	■	MRec	Ctry	ilu
S/L	0	Orig	■	EntW		Regl	■	Alph		
Desc	a	SrTp	p	Cont		DtSt	c	Dates	19uu,9999	

040 ## \$a GZD \$b eng \$c GZD

245 00 \$a Conscious choice.

260 ## \$a Chicago, IL : \$b Conscious Choice

310 ## \$a Bimonthly

500 ## \$a "Resources for responsible decision making."

588 ## \$a Description based on: Vol. 5, no. 6 (Nov./Dec. 1992) ; title from cover.

588 ## \$a Latest issue consulted: Vol. 5, no. 6 (Nov./Dec. 1992).

650 #0 \$a Holistic medicine \$v Periodicals.

650 #0 \$a Alternative medicine \$v Periodicals.

650 #0 \$a Health \$v Periodicals.

650 #0 \$a Social ecology \$v Periodicals.

Circle one. The copy fits: **Yes** No

List your reasons:

1. It is a serial record.
2. It is successive entry, cataloged according to pre-RDA code (AACR2).
3. The 245 title proper matches the piece.
4. The dates fit.
5. The enumeration in the 588 "Description based on" note fits.

Note: This follows the AACR2 CONSER Standard Record guidelines.

Note that some information, however, is out of date. This will be addressed in session 9

Exercise 3

Cover:



Table of contents page:

Ebony incorporating ***Black World Magazine*** (ISSN 0012-9011)
July 1998 Vol. LIII, No. 9

Masthead:
Vol. LIII, No. 9 July 1998
Publisher: John H. Johnson
Printed in USA



Masthead:
Vol. LXVIII, No. 9 July 2013
Publisher: Johnson Publishing Company
Printed in USA

Type	a	ELvl	Srce	d	G Pub	Ctrl	Lang	eng
BLvl	s	Form	Conf	0	Freq	m	MRec	Ctry: ilu
S/L	0	Orig	EntW:		Regl	r	Alph	a
Desc		SrTp	p	Cont:	DtSt	c	Dates	1945,9999

010 ## \$a 52042074

022 0# \$a 0012-9011

040 ## \$a MnMULS \$c MnMULS \$d CtY \$d NSDP \$d DLC \$d NSDP \$d DLC \$d OcoLC \$d NST \$d AIP
 \$d NSDP \$d AIP \$d NST \$d NSDP \$d NST \$d NSDP \$d OcoLC \$d OCU-M

042 ## \$a nsdp \$a pcc

043 ## \$a n-us---

050 00 \$a AP2\$b.E165

210 0# \$a Ebony

222 #0 \$a Ebony

245 00 \$a Ebony.

260 ## \$a [Chicago, \$b Johnson Pub. Co., etc.]

265 ## \$a 820 South Michigan Ave., 60605 {265 obsolete; use 037}

300 ## \$b ill., ports.\$c35 cm.

350 ## \$a \$10.00 (U.S.) \$a \$11.00 (foreign) {350 obsolete; use 037}

362 0# \$a v. 1- Nov. 1945-

515 ## \$a Some irregularities in numbering; some numbers in vol. 29 incorrectly numbered vol. 30.

650 #0 \$a African Americans \$v Periodicals.

Circle one. The copy fits: **Yes** No

List your reasons:

1. It is a serial record.
2. It is successive entry, but following a pre-RDA code (AACR1).
3. The 245 title proper matches the piece.
4. The dates fit.
5. The ISSN matches.
6. The enumeration fits even though it is recorded here in a pre-AACR2 style.

Exercise 4

Cover:

**THE CEYLON
MEDICAL JOURNAL**
Established 1887

Volume 59, No. 1, March 2014

Contents
{table of contents omitted}

SRI LANKA MEDICAL ASSOCIATION QUARTERLY ISSN 0009-0875

Masthead:
Published by The Sri Lanka Medical Association
Colombo
Sri Lanka

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng	
BLvl	s	Form	Conf	0	Freq	q	MRec	Ctry	ce
S/L	0	Orig	EntW		Regl	r	Alph		
Desc		SrTp	p	Cont	DtSt	c	Dates	1952,9999	
010	##	\$a	sn	86012860					
022	##	\$a	0009-0875	\$2	z				
040	##	\$a	MnMULS	\$c	MnMULS	\$d	CU-UC	\$d	RCS \$dAIP \$dNST
042	##	\$a	nsdp						
060	0#	\$a	W1	CE945					
210	0#	\$a	Ceylon med. j.						
222	#0	\$a	Ceylon medical journal						
245	00	\$a	Ceylon medical journal.						
260	##	\$a	Colombo, \$b	Ceylon Medical Association.					
362	0#	\$a	new series, v. 1-	May 1952-					
650	#0	\$a	Medicine \$v	Periodicals.					
710	20	\$a	Ceylon Medical Association.						
780	02	\$a	British Medical Association. Ceylon Branch.	\$t	Journal				

Circle one. The copy fits: **Yes** No

List your reasons:

1. It is a serial record.
2. It is successive entry, cataloged according to pre-RDA code (AACR1)
3. The 245 title proper matches the piece.
4. The date fits.
5. The ISSN matches.
6. The enumeration fits but lacks the "new series" statement.

Some of the information in the record is out of date—notably the name of the body. This will be addressed in module 10.

Exercise 5

Cover of the April 2008 print issue in hand:



Table of Contents page:

April 2008

Popular
Science

Founded in 1872 * Volume 272 * Number 4
ISSN 0161-7370

A search produced two records. Which is the better choice for the bibliographic data above and why?

Record 1

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng
BLvl	s	Form	a	Conf	0	Freq	u	MRec
S/L	0	Orig	EntW:	Regl	u	Alph	a	Ctry: miu
Desc	a	SrTp	Cont:	DtSt	c	Dates	1950,9999	

010 ## \$a sf87090526

007 ## \$a h \$b d \$c u \$d a \$e f \$f b--- \$g b \$h a \$i c \$j a

022 ## \$a 0161-7370

042 ## \$a msc

050 00 \$a Microfilm 06202 \$u <MicRR>

130 0# \$a Popular science (New York, N.Y.)

222 #0 \$a Popular science \$b (New York)

245 10 \$a Popular science \$h [microform].

246 13 \$a Popular science monthly

260 ## \$a [New York, N.Y. : \$b Popular Science Pub. Co., \$c 1950-

300 ## \$a v. : \$b ill. ; \$c 24-29 cm.

310 ## \$a Monthly

362 0# \$a [Vol. 157, no. 1] (July 1950)-

533 ## \$a Microfilm. \$b Ann Arbor, Mich. : \$c University Microfilms International. \$e microfilm reels ; 35 mm.

650 #0 \$a Science \$v Periodicals.

650 #0 \$a Technology \$v Periodicals.

780 00 \$t Popular science monthly (New York, N.Y. : 1900) \$w (DLC)sf 8790524 \$w (OCoLC)7641313

Record 2

```

Type a  ELvl  Srce d  GPub  Ctrl  Lang eng
BLvl s  Form  Conf 0  Freq m  MRec  Ctry: nyu
S/L 0  Orig  EntW:  Regl r  Alph a
Desc a  SrTp p  Cont:  DtSt c  Dates 1950,9999
010 ## $a 81640658 $z sc78000900 $z sn78004685
022 0# $a 0161-7370
042 ## $a lc $a nsdp
050 00 $a AP2 $b .P8
082 ## $a 505
130 0# $a Popular science (New York, N.Y.)
210 0# $a Pop. sci. $b (N.Y. N.Y.)
222 #0 $a Popular science $b (New York, N.Y.)
245 10 $a Popular science.
246 13 $a Popular science monthly
260 ## $a [New York, N.Y. : $b Popular Science Pub. Co., $c 1950-
265 ## $a Popular Science, Box 2871, Boulder, CO 80322 {265 obsolete; use 037}
300 ## $a v. : $b ill. ; $c 24-29 cm.
310 ## $a Monthly
362 0# $a [Vol. 157, no. 1] (July 1950)-
500 ## $a Title from cover.
500 ## $a Publisher varies: Times Mirror Magazines, <Mar. 1986->
530 ## $a Available also in microform.
650 #0$a Science $v Periodicals.
650 #0 $a Technology $v Periodicals.
650 #2 $a Science $v periodicals.
650 #2 $a Technology $v periodicals.
780 00 $t Popular science monthly (New York, N.Y. : 1900) $w (DLC) 01008317 $w (OCoLC)4179801
936 ## $a Vol. 228, no. 3 (Mar. 1986) LIC

```

Which record best fits the piece in hand? Record 1 **Record 2**

Although the ISSN and title match both records, the first record is for a microform and the second is for the print version of the journal.

1. It is a serial record.
2. It is successive entry, cataloged according to a pre-RDA code (AACR2)
3. The title matches
4. The dates match.
5. The enumeration fits.
6. The ISSN matches.

Note: This record not cataloged according to CONSER Record Standard guidelines

Cover:



Table of contents:

THE SATURDAY
EVENING POST

Founded A.D. 1728 by Benjamin Franklin

March/April 2013 Vol. 285, No. 2

The Saturday Evening Post (ISSN: 0048-9239) is published bimonthly by the Benjamin Franklin Literary & Medical Society, Inc., at 1100 Waterway Boulevard, P.O. Box 567, Indianapolis, IN 46202.

A search produced two records. Which is the better choice for the bibliographic data above and why?

Record 1

Type a ELvl S rce d GPub Ctrl Lang eng
 BLvl s Form Conf 0 Freq w MRec Ctry: pau
 S/L 0 Orig e EntW: Regl r Alph
 Desc a SrTp n Cont: DtSt d Dates 1821,1830
 010 ## \$a sn83025932 \$z sn84026131
 042 ## \$a lcd \$a msc
 043 ## \$a n-us-pa
 090 ## \$a AP2 \$b .S2
 130 0# \$a Saturday evening post (Philadelphia, Pa. : 1821)
 245 14 \$a The Saturday evening post.
 246 13 \$a Evening post
 260 ## \$a Philadelphia [Pa.] : \$b Atkinson & Alexander, \$c -1830.
 300 ## \$a v.
 310 ## \$a Weekly
 362 1# \$a Began Aug. 4, 1821.
 362 0# \$a -v. 9, whole no. 491 (Dec. 25, 1830).
 500 ## \$a Description based on: Vol. 1, no. 3 (Aug. 18, 1821).
 500 ## \$a Publishers: Atkinson & Alexander, Aug. 18, 1821-Feb. 23, 1828; Samuel Coate Atkinson, Mar. 1, 1828-1830.
 525 ## \$a Supplements accompany some issues and are called: Saturday evening post - Extra.
 530 ## \$a Available on microfilm from UMI, as part of the American Periodical series, 1800-1850.
 651 #0 \$a Philadelphia (Pa.) \$v Newspapers.
 700 1# \$a Atkinson, Samuel Coate.
 752 ## \$a United States \$b Pennsylvania \$c Philadelphia \$d Philadelphia.
 785 00 \$t Atkinson's Saturday evening post (Philadelphia, Pa. : 1831) \$w (DLC)sn 84026168 \$w (OCoLC)7335088

Record 2

```

Type a   ELvl   Srce d   GPub   Ctrl   Lang eng
BLvl s   Form   Conf 0   Freq m   MRec   Ctry: inu
S/L 0   Orig   EntW:   Regl r   Alph a
Desc a   SrTp p   Cont:   DtSt c   Dates 1839,9999
010 ## $a 55019956/r84
022 0# $a 0048-9239
042 ## $a lc $a nsdp
050 00 $a AP2 $b .S2
130 0# $a Saturday evening post (Philadelphia, Pa. : 1839)
210 0# $a Saturday evening post $b (1839)
222 #4 $a The Saturday evening post $b (1839)
245 14 $a The Saturday evening post.
246 10 $a United States Saturday post
260 ## $a Philadelphia : $b G. Graham, $c 1839-
265 ## $a Benjamin Franklin Literary & Medical Society, 1100 Waterway Blvd.,P.O. Box 567, Indianapolis,
      IN 46202 {265 obsolete; would now use 037}
300 ## $a v. : $b ill. ; $c 27-79 cm.
310 ## $a Bimonthly, $b <Nov./Dec. 1991->
321 ## $a Frequency varies, $b 1839-<July/Aug. 1980>
362 0# $a Vol. 18, no. 954 (Nov. 9, 1839)-
500 ## $a Published: Curtis Pub. Co., <1899->; Indianapolis, Ind. :
      Saturday Evening Post Society, 1971-
500 ## $a Some numbers around 1842-1843 have title: United States Saturday post.
500 ## $a Title from caption.
515 ## $a Vol. numbering omitted Nov. 3, 1855-<July 7, 1877>.
515 ## $a Vol. numbering changed from v. 77 to v. 170, no. 31 with Jan. 29,1898 issue.
515 ## $a Suspended publication Feb. 9, 1969-spring 1971.
515 ## $a Issues for summer and autumn 1971 unnumbered but constitute v.
      243, no. 1-2.
651 #0 $a Philadelphia (Pa.) $v Newspapers.
752 ## $a United States $b Pennsylvania $c Philadelphia $d Philadelphia
780 00 $t Atkinson's evening post and Philadelphia Saturday news $w (OCoLC)10312674 $w (DLC)sn
      84026167
780 05 $t Country gentleman $x 0147-4928 $w (DLC) 77649610 $w (OCoLC)3175159
936 ## $a v. 263, no. 7

```

Which record best fits the piece in hand? Record 1 **Record 2**

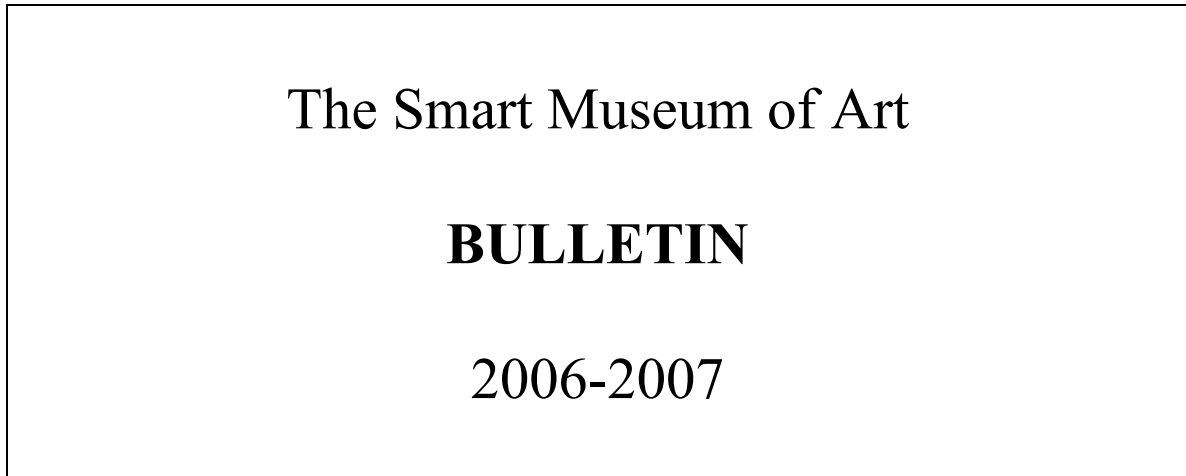
Although the title matches both records, the first record is an earlier title that ceased in 1830 while the second record is an open entry.

1. It is a serial record.
2. It is successive entry, cataloged according to a pre-RDA code (AACR2)
3. The 245 title proper matches the piece in hand
4. The dates match.
5. The enumeration fits.
6. The ISSN matches.

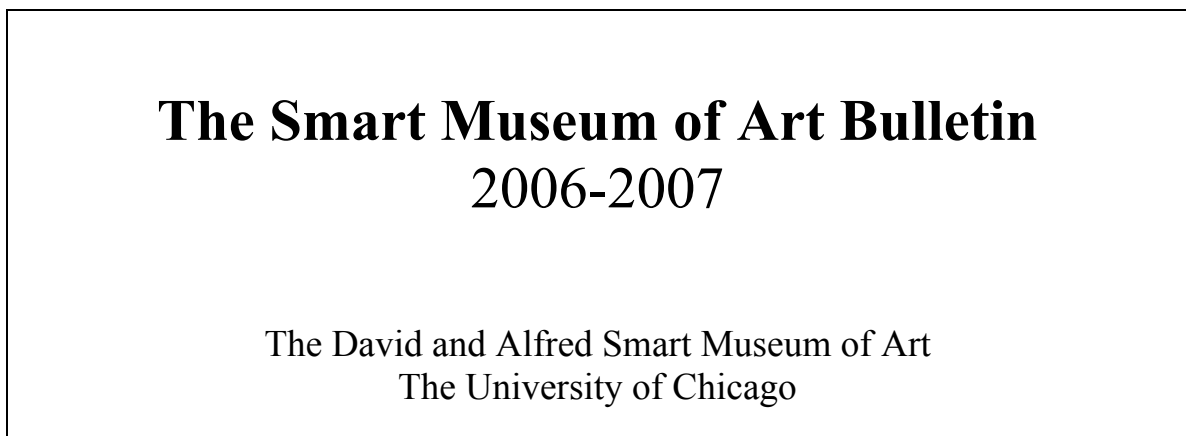
Note: These records not cataloged according to CONSER Standard Record guidelines

Exercise 7

Cover:



Title page:



Page [2]:

Volume 18, 2006/2007

Copyright ©2007 by the David and Alfred
Smart Museum of Art, The University of
Chicago, 5570 South Greenwood Avenue,
Chicago, Illinois, 60637.

ISSN: 1099-2413

Does the following record match the bibliographic data above?

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng
BLvl	s	Form	Conf	■	Freq	■	MRec	Ctry: ilu
S/L	0	Orig	■	EntW:	Regl	■	Alph	a
Desc	i	SrTp	Cont:		DtSt	c	Dates	1996,9999

010 ## \$a sn98002137

040 ## \$a NSD \$b eng \$e rda \$c NSD

022 0# \$a 1099-2413 \$2 1

037 ## \$b David and Alfred Smart Museum of Art, Univ. of Chicago, 5550 S. Greenwood Ave., Chicago, IL 60637

042 ## \$a nsdp \$a pcc

082 10 \$a 708 \$2 12

210 0# \$a Smart Museum Art bull.

222 #4 \$a The Smart Museum of Art bulletin

245 04 \$a The Smart Museum of Art bulletin.

264 #1 \$a Chicago, Illinois : \$b David and Alfred Smart Museum of Art, The University of Chicago, \$c [1995]-

310 ## \$a Annual

336 ## \$a text \$b txt \$2 rdacontent

337 ## \$a unmediated \$b n \$2 rdamedia

338 ## \$a volume \$b nc \$2 rdacarrier

362 1# \$a Began with Volume 7 (1995/1996).

500 ## \$a Description based on: Volume 7 (1995/1996); title from title page

500 ## \$a Latest issue consulted: Volume 8 (1996/1997).

710 2# \$a David and Alfred Smart Museum of Art, \$e issuing body.

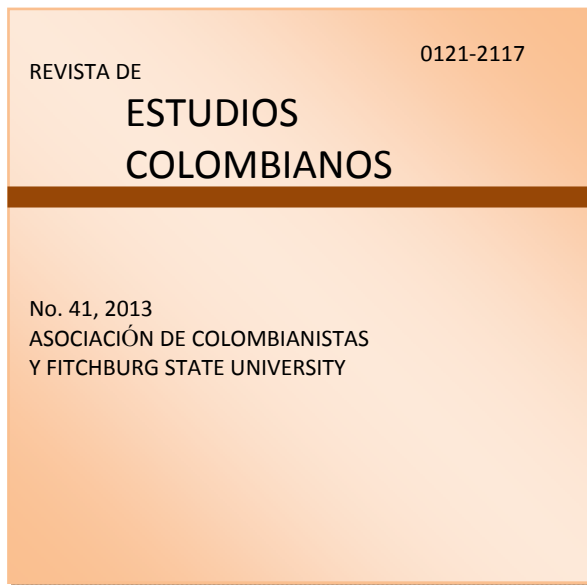
780 00 \$t Bulletin (David and Alfred Smart Museum of Art) \$x 1067-8808 \$w (DLC) 93644233

Circle one. The copy fits: **Yes** No

List your reasons:

1. It is a serial record.
2. It is successive entry, cataloged according to RDA CSR guidelines.
3. The 245 title proper matches the piece.
4. The dates match.
5. The enumeration and chronological designations fit.
6. The ISSN matches.

Exercise 8



Does the following record match the bibliographic data above?

Type a ELvl Srce d GPub Ctrl Lang spa
 BLvl s Form Conf 0 Freq s MRec Ctry ck
 S/L 0 Orig EntW Regl r Alph a
 Desc a SrTp p Cont DtSt d Dates 1986,1991
 010 ## \$a 87655069 \$z sn 87362299
 040 ## \$a PIT \$b eng \$c PIT \$d DLC \$d HUL \$d NST \$d DLC \$d NST
 022 ## \$a 0121-2117 \$l 0121-2117
 041 0# \$a eng \$a spa
 042 ## \$a pcc
 043 ## \$a s-ck---
 050 00 \$a PQ8160 \$b .R48
 245 00 \$a Revista de estudios colombianos / \$c Asociación de Colombianistas Norteamericanos.
 260 ## \$a [Bogotá, Colombia] : \$b Plaza & Janés, \$c [1986?]-1991.
 300 ## \$a 10 v. : \$b ill. ; \$c 28 cm.
 310 ## \$a Semiannual
 362 0# \$a [No 1]-no 10.
 500 ## \$a Title from cover.
 500 ## \$a Imprint varies.
 515 ## \$a First issue is not numbered or dated.
 546 ## \$a English and Spanish.
 650 #0 \$a Colombian literature \$x History and criticism \$v Periodicals.
 710 2# \$a Asociación de Colombianistas Norteamericanos.
 785 00 \$t Revista de estudios colombianos y latinoamericanos \$w (DLC) 95656258 \$w (OCoLC)26023155

Circle one. The copy fits: Yes **No**

List your reasons

1. It is a serial record.
2. It is successive entry, cataloged according to a pre-RDA code (AACR2)
3. The 245 title proper matches the piece.
4. The ISSN matches.
5. **The enumeration and chronology do not fit the coverage of the record**
6. The issuing bodies do **not** match the record

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Module 10: Answers to Exercises**Part A (5 exercises)**

Compare the bibliographic information to data on the issues received. Modify copy following the CONSER Standard Record guidelines.

Part B (7 exercises)

Compare the bibliographic information about the issue in hand given in the following pages with the copy provided and indicate any editing necessary. The copy may not include all MARC tags.

Part C (2 exercises)

Edit the copy provided to indicate cessations based on the information provided.

Trainers please note: There are many exercises for module 10; trainers should be selective.

Part A.

Instructions: Below and on the left are segments from existing catalog records cataloged according to the CONSER Standard Record guidelines. On the right-hand side are the issues received by your library. How would you modify the existing catalog record following the CONSER Standard Record guidelines?

No. 1

In bibliographic record	On issue
FF: Freq ■ Regl ■ DtSt c Dates 1970, 9999 362 1# \$a Began with August/September 1970. 588 ## \$a Description based on: Aug./Sept. 1970; title from t.p. 588 ## \$a Latest issue consulted: Aug./Sept. 1970.	In issue: March 2003 Preface: All good things must come to an end; this issue marks the end of an era for us. Thanks to all of you, our loyal readers.

Answer: This is a cessation

FF: Freq ■
 Regl ■ DtSt d Dates 1970, 2003

362 1# \$a Began with August/September 1970; ceased with March 2003.
 588 ## \$a Description based on: Aug./Sept. 1970; title from t.p.
 588 ## \$a Latest issue consulted: March 2003.

Reminder: RDA Appendix B Abbreviations and Symbols does not include abbreviations for months. Catalogers should write out the full form for months unless abbreviated on the item.

No. 2

In bibliographic record	On issues
FF: Freq ■ Regl ■ DtSt c Dates 1995, 9999 362 1# \$a Began with Volume 1, Number 1 (January 1995). 588 ## \$a Description based on: Volume 1, Number 1 (January 1995); title from title page. 588 ## \$a Latest issue consulted: Volume 1, Number 1 (January 1995).	Volume 11, no. 12 December 2006 January 2007 February 2007 March 2007 [no numbering found on issues after Dec. 2006]

Answer: This is a numbering change

FF: Freq ■
 Regl ■ DtSt c Dates 1995, 9999

362 1# \$a Began with Volume 1, Number 1 (January 1995).
 515 ## \$a Issues for January 2007- lack volume and issue numbering.
 588 ## \$a Description based on: Volume 1, Number 1 (January 1995); title from title page.
 588 ## \$a Latest issue consulted: March 2007.
 OR:

362 1# Began with Volume 1, Number 1 (January 1995).

515 ## \$a Volume numbering ends with volume 11, no. 12 (December 2006). Issues for January 2007- not numbered.

Note: Catalogers will find various ways to express this situation, e.g.: "Issues for Jan. 2007- lack volume numbering" Reminder:

Notes are not prescriptive. So long as the message is clear, don't worry about wording differences.

No. 3

In bibliographic record	On issues
FF: Freq ■ Regl ■ DtSt c Dates 1998, 9999 310 ## \$a Bimonthly 362 1# \$a Began with May/June 1998. 588 ## \$a Description based on: May/June 1998; title from cover. 588 ## \$a Latest issue consulted: May/June 1998.	In issue: November/December 1999 Masthead: Published bimonthly by... In issue: January 2000 Masthead: Published monthly by ... In issue: August 2006 Masthead: Published monthly by ...

Answer: This is a frequency change

FF: Freq ■
 Regl ■ DtSt c Dates 1998, 9999

310 ## \$a Monthly, \$b January 2000-

321 ## \$a Bimonthly, \$b May/June 1998-November/December 1999

362 1# \$a Began with May/June 1998.

588 ## \$a Description based on: May/June 1998; title from cover.

588 ## \$a Latest issue consulted: August 2006.

No. 4

In bibliographic record	On issues
FF: Freq ■ Regl ■ DtSt c Dates 1943, 9999 362 1# \$a Began in 1943. 588 ## \$a Description based on: Vol. 2, no. 1 (July 1944); title from cover. 588 ## \$a Latest issue consulted: Vol. 2, no. 1 (July 1944)	Vol. 10 No. 12 June 1952 Number 1 July 1953 Number 108 March 2008

Answer: This is a numbering change.

FF: Freq ■
 Regl ■ DtSt c Dates 1943, 9999

362 1# \$a Began in 1943. Numbering starts over with number 1 (July 1953).

588 ## \$a Description based on: Vol. 2, No. 1 (July 1944).

588 ## \$a Latest issue consulted: Number 108 (March 2008).

No. 5

In bibliographic record	On issues
<p>FF: Freq ■ Regl ■ DtSt d Dates 1999, 2007</p> <p>362 1# \$a Began with no. 38 (winter 1999). 588 ## \$a Description based on: No. 40 (summer 1999); title from cover. 588 ## \$a Latest issue consulted: No. 69 (fall 2006).</p>	<p>Library received issue no. 70 winter 2007. Library claimed issues for spring, summer, and fall 2007.</p> <p>Message from publisher: ... ended in 2007. We are no longer publishing this journal.</p>

Answer: This is a cessation.

FF: Freq ■
 Regl ■ DtSt d Dates 1999, 2007

362 1# \$a Began with no. 38 (winter 1999); ceased in 2007.
 588 ## \$a Description based on: No. 40 (summer 1999); title from cover.
 588 ## \$a Latest issue consulted: No. 70 (winter 2007).

Note: if the cataloger could be sure that no. 70 was the last issue, then
 362 1# \$a Began with no. 38 (winter 1999); ceased with no. 70 (winter 2007).
 588 ## \$a Description based on: No. 40 (summer 1999); title from cover.
 588 ## \$a Latest issue consulted: No. 70 (winter 2007).

Part B

Exercise 1

Top of page [1]:

vol. 29 nos. 2-4 december 2007

newsletter of the

North Carolina Folklore Society

Hiddenite Center

Box 311

Hiddenite, NC 28636-0311

```

Type a  ELvl  Srce d  GPub  Ctrl  Lang eng
BLvl s  Form  Conf 0  Freq q  MRec  Ctry ncu
S/L 0  Orig  EntW  Regl x  Alph a
Desc a  SrTp p  Cont  DtSt c  Dates 1977,9999
010 ## $a 97645992 $z sn86014420
040 ## $a NSD $c NSD $d NST $d IXA $d DLC
012 ## $i 9710 $l 1 $z d
022 0- $a 0888-6121 $2 1
042 ## $a nsdp $a lc
043 ## $a n-us-nc
050 00 $a GR110.N8 $b N49 $u <AFC>
082 1# $a 390 $2 11
210 0# $a Newsl. N.C. Folk. Soc.
222 #0 $a Newsletter of the North Carolina Folklore Society
245 00 $a Newsletter of the North Carolina Folklore Society.
260 ## $a Boone, NC : $b North Carolina Folklore Society, $c 1977-
300 ## $a v. ; $c 28 cm.
310 ## $a 3 or 4 no. a year, $b 1986-
321 ## $a Irregular, $b 1977-1985
362 0# $a Vol. 1, no. 1 (5 Feb. 1977)-
500 ## $a Title from caption.
500 ## $a Latest issue consulted: Vol. 30, no. 3 (Sept. 2008).
515 ## $a Some issues do not have a numeric designation.
650 #0 $a Folklore $z North Carolina $v Periodicals.
610 20 $a North Carolina Folklore Society $v Periodicals.
651 #0 $a North Carolina $x Social life and customs $v Periodicals.
710 2# $a North Carolina Folklore Society.
850 ## $a DLC $a DeU $a MiDW $a TxU $a UU $a ViBlbV

```

Indicate which field(s) would need editing and which fields you would add to the record above.

1. Even though the city of publication has changed, the state has not so this would not be noted nor would the fixed field Country of Publication code change.
2. The cataloger familiar with the RDA CONSER Standard Record guidelines will notice some differences: (a) Coding for the Fixed Field (Conf, Freq, Regl); (b) Use of 260 rather than 264; (c) presence/absence of 300 field; (d) formatted 362 field (362 0#). However, unless the information is out of date, no modification is required.

Exercise 2

Cover:



Page [5] table of contents:

Conscious Choice[®] is published monthly by Conscious Enlightenment 920 N. Franklin, Suite 202, Chicago, IL 60610.

Page 6 editorial matter sidebar:

Conscious Choice was created in 1988 to encourage people to take personal responsibility in their lives.

```

Type a  ELvl I  Srce d  GPub  Ctrl  Lang eng
BLvl s  Form  Conf ■  Freq ■  MRec  Ctry  ilu
S/L  0  Orig ■  EntW  Regl ■  Alph
Desc a  SrTp p  Cont  DtSt c  Dates 19uu,9999
040 ## $a GZD $b eng $c GZD
245 00 $a Conscious choice.
260 ## $a Chicago, IL : $b Conscious Choice
310 ## $a Bimonthly
500 ## $a "Resources for responsible decision making."
588 ## $a Description based on: Vol. 5, no. 6 (Nov./Dec. 1992) ; title from
cover.
588 ## $a Latest issue consulted: Vol. 5, no. 6 (Nov./Dec. 1992).
650 #0 $a Holistic medicine $v Periodicals.
650 #0 $a Alternative medicine $v Periodicals.
650 #0 $a Health $v Periodicals.
650 #0 $a Social ecology $v Periodicals.

```

```

Type a  ELvl I  Srce d  GPub  Ctrl  Lang eng
BLvl s  Form  Conf ■  Freq ■  MRec  Ctry: ilu
S/L  0  Orig ■  EntW:  Regl ■  Alph
Desc a  SrTp p  Cont:  DtSt c  Dates 1988,9999

040 ## $a GZD $b eng $c GZD
245 00 $a Conscious choice.
260 ## $3 <Nov./Dec. 1992-> : $a Chicago, IL : $b Conscious Choice
264 31 $3 <February 2009-> : $a Chicago, IL : $b Conscious Enlightenment
310 ## $a Monthly, $b <February 2009->
321 ## $a Bimonthly, $b <Nov./Dec. 1992->
362 1# $a Began in 1988.
500 ## $a "Resources for responsible decision making."
588 ## $a Description based on: Vol. 5, no. 6 (Nov./Dec. 1992) ; title from cover.
588 ## $a Latest issue consulted: Vol. 22, no. 2 (February 2009).
650 #0 $a Holistic medicine $v Periodicals.
650 #0 $a Alternative medicine $v Periodicals.
650 #0 $a Health $v Periodicals.
650 #0 $a Social ecology $v Periodicals.

```

Indicate which field(s) would need editing and which fields you would add to the record above.

1. The fixed field dates should be corrected to reflect that the publisher states the beginning date in the sidebar on page six.
2. The frequency note (310 field) should be updated to reflect the current frequency, with a \$b to show the period related to that frequency (i.e., that the serial was monthly only from some date after 1988).
3. The cataloger should preserve the previous frequency in a 321 note (as shown).
4. An unformatted 362 field can be added to reflect the beginning date.
5. The word in the 500 quoted note no longer appears on the piece but could be left in the record.
6. A Latest issue consulted (LIC) note indicates the most recent issue seen by the cataloger. The LIC should be enhanced to: 588 ## \$a Latest issue consulted: Vol. 20, No. 2 (February 2007).

Exercise 3

Cover:



Table of contents page:

Ebony incorporating ***Black World Magazine*** (ISSN 0012-9011)
 July 1998 Vol. LIII, No. 9

Masthead:

Vol. LIII, No. 9 July 1998
 Publisher: John H. Johnson
 Printed in USA

Cover:



Masthead:

Vol. LXVIII, No. 9 July 2013
 Publisher: Johnson Publishing Company
 Printed in USA

Indicate which field(s) would need editing and which fields you would add to the record below:

Type	a	ELvl	Srce	d	G Pub	Ctrl	Lang	eng
BLvl	s	Form	Conf	0	Freq	m	MRec	Ctry
S/L	0	Orig	EntW		Regl	r	Alph	a
Desc		SrTp	p	Cont	DtSt	c	Dates	1945,9999

010 ## \$a 52042074

022 0# \$a 0012-9011 \$2 1

040 ## \$a MnMULS \$c MnMULS \$d CtY \$d NSDP \$d DLC \$d NSDP \$d DLC \$d OcoLC \$d NST \$d AIP
\$d NSDP \$d AIP \$d NST \$d NSDP \$d NST \$d NSDP \$d OcoLC \$d OCU-M

042 ## \$a nsdp \$a lc

043 ## \$a n-us##-

050 00 \$a AP2\$b.E165

210 0# \$a Ebony

222 #0 \$a Ebony

245 00 \$a Ebony.

260 ## \$a [Chicago, \$b Johnson Pub. Co., etc.]

265 ## \$a 820 South Michigan Ave., 60605 {obsolete}

300 ## \$b ill., ports.\$c35 cm.

350 ## \$a \$10.00 (U.S.) \$a \$11.00 (foreign)

362 0# \$a v. 1- Nov. 1945-

515 ## \$a Some irregularities in numbering; some numbers in vol. 29 incorrectly numbered vol. 30.

650 #0 \$a African Americans \$v Periodicals.

936 ## \$a Nov. 1949-Oct. 1950

Edited in the style of AACR1:

```

Type a   ELvl   Srce d   GPub   Ctrl   Lang eng
BLvl s   Form   Conf 0   Freq m   MRec   Ctry  ilu
S/L  0   Orig   EntW   Regl r   Alph a
Desc    SrTp p   Cont    DtSt c   Dates 1945,9999
010 ## $a 52042074
022 0# $a 0012-9011 $2 1
040 ## $a MnMULS $c MnMULS $d CtY $d NSDP $d DLC $d NSDP $d DLC $d OcoLC $d NST $d AIP
    $d NSDP $d AIP $d NST $d NSDP $d NST $d NSDP $d OcoLC $d OCU-M
042 ## $a nsdp $a lc
043 ## $a n-us##-
050 00 $a AP2$b.E165
210 0# $a Ebony
222 #0 $a Ebony
245 00 $a Ebony.
260 ## $a [Chicago, $b Johnson Pub. Co., etc.]
300 ## $b ill., ports.$c35 cm.
362 0# $a v. 1- Nov. 1945-
515 ## $a Some irregularities in numbering; some numbers in vol. 29 incorrectly numbered vol. 30.
650 #0 $a African Americans $v Periodicals.
780 05 $t Black World Magazine $x 0012-9011
936 ## $a Nov. 1949-Oct. 1950 $a Vol. 68, no. 9 (July 2013)

```

Edited using the RDA hybrid record technique:

```

Type a   ELvl   Srce d   GPub   Ctrl   Lang eng
BLvl s   Form   Conf 0   Freq m   MRec   Ctry  ilu
S/L  0   Orig   EntW   Regl r   Alph a
Desc    SrTp p   Cont    DtSt c   Dates 1945,9999
010 ## $a 52042074
022 0# $a 0012-9011 $2 1
040 ## $a MnMULS $c MnMULS $d CtY $d NSDP $d DLC $d NSDP $d DLC $d OcoLC $d NST $d AIP
    $d NSDP $d AIP $d NST $d NSDP $d NST $d NSDP $d OcoLC $d OCU-M
042 ## $a nsdp $a lc
043 ## $a n-us##-
050 00 $a AP2$b.E165
210 0# $a Ebony
222 #0 $a Ebony
245 00 $a Ebony.
260 ## $a [Chicago, $b Johnson Pub. Co., etc.]
300 ## $b ill., ports.$c 35 cm.
310 ## $a Monthly
336 ## $a text $b txt $2 rdacontent
337 ## $a unmediated $b n $2 rdamedia
338 ## $a volume $b nc $2 rdacarrier
362 0# $a v. 1- Nov. 1945-
515 ## $a Some irregularities in numbering; some numbers in vol. 29 incorrectly numbered vol. 30.
588 ## $a Description based on: Nov. 1949/Oct. 1950.
588 ## $a Latest issue consulted: Vol. LXVIII, no. 9 (July 2013)
650 #0 $a African Americans $v Periodicals.
780 05 $t Black World Magazine $x 0012-9011
[italics show other optional changes]

```

Indicate which field(s) would need editing and which fields you would add to the record above.

1. There is new information about a title that has been absorbed: Black World Magazine. A linking entry could be made to reflect this new data.
2. Note the confusing placement of the ISSN after the related title and not with the title to which it belongs.
3. Note also that this is an AACR1 record (Desc blank). Unlike AACR2 or RDA, AACR1 used latest-issue cataloging conventions. So, for example the 260 field reflects the latest issue consulted rather than the earliest issue. CONSER is in the process of working out a “hybrid record” technique for modifying these older records.

Exercise 4

Cover:

**THE CEYLON
MEDICAL JOURNAL***Established 1887*

Volume 43, No. 3, September 1998

Contents
{table of contents omitted}**SRI LANKA MEDICAL ASSOCIATION QUARTERLY ISSN 0009-0875**

Page 128:

Published by The Sri Lanka Medical Association
Colombo, Sri Lanka**THE CEYLON
MEDICAL JOURNAL***Established 1887*

Volume 59, No. 1, March 2014

Contents
{table of contents omitted}**SRI LANKA MEDICAL ASSOCIATION QUARTERLY ISSN 0009-0875**

Masthead: Published by The Sri Lanka Medical Association, Colombo, Sri Lanka

```

Type a   ELvl   Srce d   GPub   Ctrl   Lang eng
BLvl s   Form   Conf 0   Freq q   MRec   Ctry ce
S/L 0   Orig   EntW   Regl r   Alph
Desc   SrTp p   Cont   DtSt c   Dates 1952,9999
010 ## $a sn 86012860
022 ## $a 0009-0875 $2 z
040 ## $a MnMULS $c MnMULS $d CU-UC $d RCS $d AIP $d NST
042 ## $a nsdp
060 0# $aW1 CE945
210 0# $a Ceylon med. j.
222 #0 $a Ceylon medical journal
245 00 $a Ceylon medical journal.
260 ## $a Colombo, $b Ceylon Medical Association.
300 ## $a v. $b ill. $c 25 cm.
362 0# $a new series, v. 1- May 1952-
650 #0 $a Medicine $v Periodicals.
710 20 $a Ceylon Medical Association.
780 02 $a British Medical Association. Ceylon Branch. $t Journal
936 ## $a Unknown $a Vol. 6, no. 2 (Dec. 1961)

```

[Editing the record according to the earlier style.]

```

Type a   ELvl   Srce d   GPub   Ctrl   Lang eng
BLvl s   Form   Conf 0   Freq q   MRec   Ctry ce
S/L 0   Orig   EntW   Regl r   Alph
Desc   SrTp p   Cont   DtSt c   Dates 1952,9999
010 ## $a sn 86012860
022 ## $a 0009-0875 $2 z
040 ## $a MnMULS $c MnMULS $d CU-UC $d RCS $d AIP $d NST
042 ## $a nsdp
060 00 $aW1 CE945
210 0# $a Ceylon med. j.
222 #0 $a Ceylon medical journal
245 00 $a Ceylon medical journal.
260 ## $a Colombo, $b Sri Lanka Medical Association
362 0# $a new series, v. 1- May 1952-
500 ## $a Published by the Ceylon Medical Association, 1952-
650 #0 $a Medicine $v Periodicals.
710 2# $a Ceylon Medical Association.
710 2# $a Sri Lanka Medical Association.
780 02 $a British Medical Association. Ceylon Branch. $t Journal
936 ## $a Unknown $a Vol. 59, no. 1 (March 2014)

```

[Using the Hybrid Record approach]

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng
BLvl	s	Form	Conf	0	Freq	q	MRec	Ctry
S/L	0	Orig	EntW		Regl	r	Alph	
Desc		SrTp	p	Cont	DtSt	c	Dates	1952,9999
010	##	\$a	sn	86012860				
022	##	\$a	0009-0875	\$2 z				
040	##	\$a	MnMULS	\$c MnMULS	\$d CU-UC	\$d RCS	\$ dAIP	\$d NST
042	##	\$a	nsdp					
060	0#	\$a	W1	CE945				
210	0#	\$a	Ceylon med. j.					
222	#0	\$a	Ceylon medical journal					
245	00	\$a	Ceylon medical journal.					
260	##	\$3	<Dec. 1961->	: \$a Colombo, \$b Ceylon Medical Association.				
264 31		\$3	<September 1998->	: \$a Colombo : \$b Sri Lanka Medical Association				
300	##	\$a	volumes	\$b illustrations	\$c 25 cm			
310	##	\$a	Quarterly					
336	##	\$a	text	\$b txt	\$2 rdacontent			
337	##	\$a	unmediated	\$b n	\$2 rdamedia			
338	##	\$a	volume	\$b nc	\$2 rdacarrier			
362	0#	\$a	new series, v. 1-	May 1952-				
588	##	\$a	Description based on:	Vol. 6, no. 2 (Dec. 1961).				
588	##	\$a	Latest issue consulted:	Volume 59, no. 1 (March 2014).				
650	#0	\$a	Medicine \$v	Periodicals.				
710	20	\$a	Ceylon Medical Association.					
710 2#		\$a	Sri Lanka Medical Association, \$c issuing body.					
780	02	\$a	British Medical Association. Ceylon Branch.	\$t Journal				

Indicate which field(s) would need editing and which fields you would add to the record above.

Editing according to earlier conventions: The piece in hand has a later form of the corporate body's name. This is an AACR1 record; description is based on the latest issue. The publisher changed and the earlier publisher is given in a 500 note. An authorized access point is made for the new name.

Editing following the Hybrid Record approach and RDA: Following AACR1 rules, the description was based on the Dec. 1961 issue; that is brought into a 588 DBO note. The latest issue in hand is given in a 588 LIC note. Then, following RDA CONSER Standard Record guidelines, modify the 260 field to show the date of the issue used to create the original publishing statement. (Minor changes were not always reflected in the record; but we know that as of the Dec. 1961 issue, the publisher appeared as shown.) Then add a field for the later publisher statement. Finally, an authorized access point for the new name is made. Some additional optional modifications are also shown (in italics)

Cover of the April 2008 print issue in hand:



Table of Contents page:

April 2008

Popular
Science

Founded in 1872 * Volume 263 * Number 4
ISSN 0161-7370

Type a	ELvl	Srce d	G Pub	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq m	MRec	Ctry nyu
S/L 0	Orig	EntW	Regl r	Alph a	
Desc a	SrTp p	Cont	DtSt c	Dates 1950,9999	

010 ## \$a 81640658 \$z sc78000900 \$z sn78004685
 022 0# \$a 0161-7370 \$2 1
 042 ## \$a lc \$a nsdp
 050 00 \$a AP2 \$b .P8
 082 ## \$a 505
 130 0# \$a Popular science (New York, N.Y.)
 210 0# \$a Pop. sci. \$b (N.Y.N.Y.)
 222 #0 \$a Popular science \$b (New York, N.Y.)
 245 10 \$a Popular science.
 246 13 \$a Popular science monthly
 260 ## \$a [New York, N.Y. : \$b Popular Science Pub. Co., \$c 1950-
 265 ## \$a Popular Science, Box 2871, Boulder, CO 80322
 300 ## \$a v. : \$b ill. ; \$c 24-29 cm.
 310 ## \$a Monthly
 362 0- \$a [Vol. 157, no. 1] (July 1950)-
 500 ## \$a Title from cover.
 500 ## \$a Publisher varies: Times Mirror Magazines, <Mar. 1986->
 530 ## \$a Available also in microform.
 650 #0 \$a Science \$v Periodicals.
 650 #0 \$a Technology \$v Periodicals.
 650 #2 \$a Science \$v periodicals.
 650 #2 \$a Technology \$v periodicals.
 780 00 \$t Popular science monthly (New York, N.Y. : 1900) \$w (DLC)
 01008317 \$w (OCoLC)4179801
 936 ## \$a Vol. 228, no. 3 (Mar. 1986) LIC

Indicate which field(s) would need editing and which fields you would add to the record above.

Answer: In this case there is no editing that would be necessary.

Cover:



Table of contents:

THE SATURDAY
EVENING POST

Founded A.D. 1728 by Benjamin Franklin

March/April 2003 Vol. 271, No. 2

The Saturday Evening Post (ISSN: 0048-9239) is published bimonthly by the Benjamin Franklin Literary & Medical Society, Inc., at 1100 Waterway Boulevard, P.O. Box 567, Indianapolis, IN 46202.

Type a	ELvl	Srce d	G Pub	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq b	MRec	Ctry inu
S/L 0	Orig	EntW	Regl r	Alph a	
Desc a	SrTp p	Cont	DtSt c	Dates	1839,9999

010 ## \$a 55019956//r84
022 0- \$a 0048-9239 \$2 1
037 ## \$b Benjamin Franklin Literary & Medical Society, 1100 Waterway Blvd., P.O. Box 567, Indianapolis, IN 46202
042 ## \$a lc \$a nsdp
050 00 \$a AP2 \$b .S2
082 0# \$a 051 \$2 19
130 0# \$a Saturday evening post (Philadelphia, Pa. : 1839)
210 0# \$a Saturday evening post \$b (1839)
222 #4 \$a The Saturday evening post \$b (1839)
245 14 \$a The Saturday evening post.
246 10 \$a United States Saturday post
260 ## \$3 1839- : \$a Philadelphia : \$b G. Graham, \$c 1839-
260 3# \$3 <2003-> : \$a Benjamin Franklin Literary & Medical Society

300 ## \$a v. : \$b ill. ; \$c 27-79 cm.

310 ## \$a Bimonthly, \$b <Nov./Dec. 1991->

321 ## \$a Frequency varies, \$b 1839-<July/Aug. 1980>

362 0- \$a Vol. 18, no. 954 (Nov. 9, 1839)-

500 ## \$a Published: Curtis Pub. Co., <1899->; Indianapolis, Ind. :

Saturday Evening Post Society, 1971-

500 ## \$a Some numbers around 1842-1843 have title: United States Saturday post.

500 ## \$a Title from caption.

500 ## \$a Latest issue consulted: Vol. 271, no. 2 (Mar./Apr. 2003).

515 ## \$a Vol. numbering omitted Nov. 3, 1855-<July 7, 1877>.

515 ## \$a Vol. numbering changed from v. 77 to v. 170, no. 31 with Jan. 29, 1898 issue.

515 ## \$a Suspended publication Feb. 9, 1969-spring 1971.

515 ## \$a Issues for summer and autumn 1971 unnumbered but constitute v. 243, no. 1-2.

651 #0 \$a Philadelphia (Pa.) \$v Newspapers.

752 ## \$a United States \$b Pennsylvania \$c Philadelphia \$d Philadelphia

780 00 \$t Atkinson's evening post and Philadelphia Saturday news \$w

(OCoLC)10312674 \$w (DLC)sn 84026167

780 05 \$t Country gentleman \$x 0147-4928 \$w (DLC) 77649610 \$w

(OCoLC)3175159

~~936 ## \$a v. 263, no. 7 (Nov./Dec. 1991)-~~

1. May recode 265 to 037 subfield \$b

2. Add to the existing 260 field a subfield \$3 showing range of dates for earlier place & publisher. Create new 264 field (first indicator 3, second indicator 1) with the range of dates in subfield \$3, followed by the more recent place and publisher. [This record illustrates option of leaving the existing publisher note in the record rather than converting the note to 260 fields.]

3. If desired, add a 710 for the publisher (since it is a non-commercial publisher).

4. Remove 936; add 588 Latest Issue Consulted (LIC) note

Exercise 7

Cover:

The Smart Museum of Art

BULLETIN

2006-2007

Page [1]:

The Smart Museum of Art Bulletin

2006-2007

The David and Alfred Smart Museum of Art
The University of Chicago

Page [2]:

Volume 18, 2006/2007

Copyright ©2007 by the David and Alfred
Smart Museum of Art, The University of
Chicago, 5570 South Greenwood Avenue,
Chicago, Illinois, 60637.

ISSN: 1099-2413

Type	a	ELvl	7	Srce	d	GPub		Ctrl		Lang	eng
BLvl	s	Form		Conf	0	Freq	a	MRec		Ctry	ilu
S/L	0	Orig		EntW		Regl	r	Alph	a		
Desc	a	SrTp		Cont		DtSt	c	Dates	1996,9999		

010 ## \$a sn98002137
 040 ## \$a NSD \$c NSD
 022 0# \$a 1099-2413 \$2 1
 037 ## \$b David and Alfred Smart Museum of Art, Univ. of Chicago, 5550
 S. Greenwood Ave., Chicago, IL 60637
 042 ## \$a nsdp \$a lcd
 082 10 \$a 708 \$2 12
 210 0# \$a Smart Museum Art bull.
 222 #4 \$a The Smart Museum of Art bulletin
 245 04 \$a The Smart Museum of Art bulletin.
 260 ## \$a Chicago, Ill. : \$b The Museum, University of Chicago, \$c 1997-
 300 ## \$a v.
 310 ## \$a Annual
 362 0# \$a Vol. 7 (1995-1996)-
 710 2# \$a David and Alfred Smart Museum of Art.
 780 00 \$t Bulletin (David and Alfred Smart Museum of Art) \$x 1067-8808 \$w (DLC) 93644233
 936 ## \$a vol. 8 (1996-1997) LIC

Type	a	ELvl	Srce	d	GPub	Ctrl	Lang	eng	
BLvl	s	Form	Conf	0	Freq	a	MRec	Ctry	ilu
S/L	0	Orig	EntW		Regl	r	Alph	a	
Desc	a	SrTp	Cont		DtSt	c	Dates	1996,9999	

010 ## \$a sn98002137
 040 ## \$a NSD \$c NSD
 022 0# \$a 1099-2413 \$2 1
 037 ## \$b David and Alfred Smart Museum of Art, Univ. of Chicago, 5550
 S. Greenwood Ave., Chicago, IL 60637
 042 ## \$a nsdp \$a lcd
 082 10 \$a 708 \$2 12
 210 0# \$a Smart Museum Art bull.
 222 #4 \$a The Smart Museum of Art bulletin
 245 04 \$a The Smart Museum of Art bulletin.
 260 ## \$a Chicago, Ill. : \$b **The David and Alfred Smart Museum of Art**, University of Chicago, \$c
 c1997-
 300 ## \$a v.
 310 ## \$a Annual
 362 0# \$a Vol. 7 (1995-1996)-
588 ## \$a Latest issue consulted: 2006/2007.
650 #0 \$a Art, Modern \$y 20th century \$v Periodicals.
650 #0 \$a Art, Modern \$y 21st century \$v Periodicals.
 710 2# \$a David and Alfred Smart Museum of Art.
 780 00 \$t Bulletin (David and Alfred Smart Museum of Art) \$x 1067-8808 \$w (DLC) 93644233

Indicate which field(s) would need editing and which fields you would add to the record above.

1. The Encoding level can be changed to blank (if CONSER library) from "7" (Minimal level).
2. Note that that publishing statement has the abbreviated form "The Museum" which is now not used. This does not need to be changed, unless you wish to do so to provide better access through the 260 field.
3. The physical description could be completed, although this is not critical. (The extent, coded in the 300 field, subfield \$a, is only core for RDA for ceased publications where the extent is known.)
4. Latest issue consulted should be added; and the 936 deleted.
5. Subject headings should be added to the record.
6. The earlier title link should be checked against your catalog to see if you hold the title and if so, whether the form of the linking entry matches.
7. This record was originally cataloged according to a pre-RDA (AACR2) code, but can be edited according to RDA/CONSER Standard Record guidelines (hybrid record approach).

Part C: Edit the copy provided to indicate cessations based on the information provided.

Exercise 1: The last issue that received of City Limits was: Volume 35 number 1, with the coverage date March/April 2011. In response to claims, the publisher sent a letter explaining that the last issue published was for volume 36, number 2—the May/June 2012 issue. How would you edit the record?

```

Type a   ELvl      Srce c   GPub      Ctrl      Lang eng
BLvl s   Form      Conf 0   Freq b   MRec      Ctry nyu
S/L 0    Orig      EntW     Regl r   Alph
Desc a   SrTp p    Cont      DtSt c   Dates 2010,9999
010 ## $a 2011255277
040 ## $a MYG $b eng $c MYG $d ZCL $d OCLCQ $d ZCU $d OCLCF
022 ## $a 0199-0330 $l 0199-0330
042 ## $a pcc
043 ## $a n-us-ny
050 14 $a HN79.N43 $b C63
130 0# $a City limits (New York, N.Y. : 2010)
245 10 $a City limits.
260 ## $a New York, N.Y. : $b Community Service Society of New York (CSS), $c [2010]-
300 ## $a v. : $b ill. ; $c 28 cm.
310 ## $a Bimonthly
362 1# $a Began with v. 34, no. 1 (Mar. 2010).
588 ## $a Description based on: Vol. 34, no. 1 (Mar. 2010); title from caption.
588 ## $a Latest issue consulted: Vol. 34, no. 1 (Mar. 2010).
650 #0 $a Community development, Urban $z New York (State) $z New York $v Periodicals.
710 2# $a Community Service Society of New York.
780 00 $t City limits investigates $x 1937-4127 $w (DLC) 2007249047 $w (OCoLC)141194594

```

Type a ELvl Srce c GPub Ctrl Lang eng
 BLvl s Form Conf 0 Freq b MRec Ctry nyu
 S/L 0 Orig EntW Regl r Alph
 Desc a SrTp p Cont **DtSt d** Dates 2010,**2012**

010 ## \$a 2011255277

040 ## \$a MYG \$b eng \$c MYG \$d ZCL \$d OCLCQ \$d ZCU \$d OCLCF

022 ## \$a 0199-0330 \$l 0199-0330

042 ## \$a pcc

043 ## \$a n-us-ny

050 14 \$a HN79.N43 \$b C63

130 0# \$a City limits (New York, N.Y. : 2010)

245 10 \$a City limits.

260 ## \$a New York, N.Y. : \$b Community Service Society of New York (CSS), \$c [2010]-

300 ## \$a v. : \$b ill. ; \$c 28 cm.

310 ## \$a Bimonthly

362 1# \$a Began with v. 34, no. 1 (Mar. 2010); **ceased with volume 36 number 2 (May/June 2012).**

588 ## \$a Description based on: Vol. 34, no. 1 (Mar. 2010); title from caption.

588 ## \$a Latest issue consulted: **Volume 35, number 1 (March/April 2011).**

650 #0 \$a Community development, Urban \$z New York (State) \$z New York \$v Periodicals.

710 2# \$a Community Service Society of New York.

780 00 \$t City limits investigates \$x 1937-4127 \$w (DLC) 2007249047 \$w (OCoLC)141194594

1. The Fixed Field Publication Status should change to “d” and Date2 should change to “2012”
2. Do not enter an ending date in the 260 publication statement because the library does not have the last issue in hand
3. Do not complete the extent (300 \$a) because the library lacks the final issue.
4. Enter the last published issue in the 362 note “ceased with ...”
5. Enter the last available issue in the Latest issue consulted (LIC) note.

This record was originally cataloged according to a pre-RDA (AACR2) code, but can be ceased according to RDA/CONSER Standard Record guidelines (hybrid record approach).

Exercise 2: The last issue of California Fruit & Nut Review was vol. 32, no. 6; after that, the title became Pacific Region Fruit & Nut Review. How would you cease the record for California Fruit & Nut Review? What additional field is needed to provide navigation to the new title?



United States Department of Agriculture
National Agricultural Statistics Service



California Fruit & Nut Review

Cooperating with the California Department of Food and Agriculture

California Field Office · P.O. Box 1258 · Sacramento, CA 95812 · (916) 498-5161 · (916) 498-5186 Fax · www.nass.usda.gov/ca

Released: June 15, 2012 · Frequency: Monthly (except November) · (USPS 598-290) VOL. 32 NO. 6



United States Department of Agriculture
National Agricultural Statistics Service



Pacific Region Fruit & Nut Review

The Pacific Region Includes the States of CA, HI and NV

Pacific Region Office · P.O. Box 1258 · Sacramento, CA 95812 · (916) 498-5161 · (916) 498-5186 Fax · www.nass.usda.gov/ca

Released: July 16, 2013 · Frequency: Monthly (except November) · (USPS 598-290) VOL. 33 NO. 7

Type a	ELvl	Srce c	GPub s	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq a	MRec	Ctry ilu
S/L 0	Orig	EntW	Regl r	Alph a	
Desc i	SrTp p	Cont	DtSt c	Dates	1996,9999

010 ## sn 81001855

040 ## DLC \$b eng \$e rda \$c DLC \$d NSD \$d NST \$d CLU \$d NSD \$d OCL

022 1# \$a 0279-263X \$l 0279-263X \$2 1

042 ## \$a nsdp \$a pcc

043 ## \$a n-us-ca

050 14 \$aHD9247.C2 \$b C34

222 #0 \$a California fruit & nut review

245 00 \$a California fruit & nut review.

246 1# \$a California fruit and nut review

264 #1 \$3 1981- : \$a Sacramento, California : \$b United States Department of Agriculture cooperating with California Department of Food and Agriculture, \$c 1981-

264 31 \$3 <June 2009-> : \$a Sacramento, California : \$b United States Department of Agriculture, National Agricultural Statistics Service, Pacific Region Office

300 ## \$a volumes : \$b illustrations ; \$c 28 cm

310 ## \$a Monthly, except Nov., \$b <Oct. 14, 1992->

321 ## \$a Monthly, \$b 1981-

336 ## \$a text \$b txt \$2 rdacontent

337 ## \$a unmediated \$b n \$2 rdamedia

338 ## \$a volume \$b nc \$2 rdacarrier

362 1# \$a Began with vol. 1, no. 1 (July 15, 1981).

588 ## \$a Description based on: Vol. 1, no. 1 (July 15, 1981); title from caption.

588 ## \$a Latest issue consulted: Vol. 29, no. 6 (June 16 2009).

650 #0 \$a Fruit \$z California \$v Statistics \$v Periodicals.

650 #0 \$a Nuts \$z California \$v Statistics \$v Periodicals.

[Some fields have been omitted for simplification]

The fields to edit are:

Type a	ELvl	Srce c	G Pub s	Ctrl	Lang eng
BLvl s	Form	Conf 0	Freq a	MRec	Ctry ilu
S/L 0	Orig	EntW	Regl r	Alph a	
Desc i	SrTp p	Cont	DtSt d	Dates	1996, 2012

264 #1 \$3 1981- : \$a Sacramento, California : \$b United States Department of Agriculture cooperating with California Department of Food and Agriculture, \$c 1981-[**2012**]

264 31 \$3 <June 2009> -**June 2012** : \$a Sacramento, California : \$b United States Department of Agriculture, National Agricultural Statistics Service, Pacific Region Office

300 ## \$a **33** volumes : \$b illustrations ; \$c 28 cm

310 ## \$a Monthly, except Nov., \$b <Oct. 14, 1992> -**June 2012**

321 ## \$a Monthly, \$b 1981-

362 1# \$a Began with vol. 1, no. 1 (July 15, 1981); **ceased with vol. 32, no. 6 (June 16, 2012).**

588 ## \$a Description based on: Vol. 1, no. 1 (July 15, 1981); title from caption.

588 ## \$a Latest issue consulted: Vol. 32, no. 6 (June 16, 2012).

785 00 \$t Pacific region fruit & nut review

Indicate which field(s) would need editing and which fields you would add to the record above.

1. The Fixed Field elements Publication Status (008/06) should be changed to "d" and the Date2 (008/11-14) should be changed from "9999" to 2012
2. In the first publication statement, the end date of publication should be entered in \$c; and in the second publication statement, the end date should be added to the subfield \$3 materials specified.
3. The extent should be completed (33 volumes), since known.
4. The end date of current frequency should be entered
5. The end numbering/date should be added to the 362 field
6. The Latest issue consulted note should be updated
7. A linking 785 field with the new title should be added.

THIS PAGE INTENTIONALLY LEFT BLANK FOR DOUBLE SIDED COPY

Appendix G: MARC TAGGING AND RDA INSTRUCTIONS

This appendix consists of two parts:

Part A. Commonly-used serial tags

Part B. MARC coding needed to complete exercises

Part C. RDA instructions regarding changes requiring a new record

PART A. COMMONLY-USED SERIAL TAGS

Following is a selected list of MARC tags that are frequently used in serial records or that will be found in CONSER records. Consult the CONSER Editing Guide or other documentation for a complete list and instructions on their use.

007	Physical description fixed field (used primarily for microforms and e- serials)
008/Leader	Fixed field display found in workforms on OCLC or local systems; serials fixed field is used for all printed serials, microforms, and computer files that are textual; for serial maps, sound recordings, etc. the map, etc. 008 is used with a serial 006
010	LC control number (used in CONSER records)
022	ISSN
042	CONSER authentication field
050	LC classification number
110	Creator—corporate body (personal main entry rarely used)
111	Creator—conference heading
130	Work Authorized Access Point (frequently used for conflicting titles)
210	Abbreviated title (contains the abbreviation of the title used in abstracting and indexing services)
222	Key title (assigned by ISSN centers)
240	Preferred title plus qualifier or expression-level element (used when there is a corporate body as creator)
245	Title statement
246	Varying form of title (used for other forms of the title, parallel title, and minor changes on subsequent issues)
247	Former title (used in latest entry records and in records for integrating resources)
250	Edition statement (used only when the entire serial is part of an edition)
264	Publishing, Distribution, or Manufacture statement (note that beginning date is omitted if first and/or last piece is not in hand)
300	Extent
310/321	Current and former frequency
362	Information about when the serial began and/or ceased (1st ind. '1')
490	Series statement
500	General note (used for general notes)

515	Numbering peculiarities (used when considered important)
516	Type of computer file (used for unusual formats)
525	Supplement note (used when the supplements are not cataloged separately)
533	Reproduction note (when used, this is the last 5XX note)
538	System details note (special software, equipment, or operating systems). For e-serials, only include for unusual requirements applying to all versions offered by multiple providers.
546	Language notes
550	Issuing bodies note (used for changes of issuing body on subsequent issues and other notes relating to corporate bodies)
580	Linking entry complexity note (used for complex links, such as mergers and splits and relationships to other works when title is not known)
588	Part used as basis for identification; source of title (Description based on and Latest issue consulted notes)
6XX	Subject headings (should describe the whole run, not a specific issue)
710	Authorized access point—Corporate body (frequently used for issuing bodies)
730	Authorized access point—Related resources
740	Access point—Uncontrolled related/analytical title
752	Hierarchical place name (used in records for newspapers)
765/767	Linking relationships: Expressions: original language/translation
770/772	Linking relationships: Supplements or special issues/parent title
775	Linking relationships: Reproductions and editions
776	Linking relationships: Manifestations with other carriers
780/785	Linking relationships: Earlier/later works
787	Nonspecific relationship link (may be used with 580 to provide note)
8XX	Series authorized access points
856	Electronic location and access

PART B. CODING NEEDED TO COMPLETE EXERCISES**PUBLICATION STATUS (008/06)**
(All Materials)

- c** Currently published status
 - d** Dead status
 - u** Unknown status (latest issue older not issued within past three years)
-

FREQUENCY (008/18 006/01))
REGULARITY (008/19 006/02)
(Serial)**Frequency codes**

- #** No determinable frequency (irregular) [**#** means “blank”]
- a** Annual
- b** Bimonthly (every two months)
- c** Semiweekly (twice a week)
- d** Daily
- e** Biweekly (every two weeks)
- f** Semiannual (twice a year)
- g** Biennial (every two years)
- h** Triennial (every three years)
- i** Three times a week
- j** Three times a month
- m** Monthly
- q** Quarterly
- s** Semimonthly (twice a month)
- t** Three times a year
- u** Unknown
- w** Weekly
- z** Other frequencies

Regularity codes

- r** Regular
- n** Normalized irregular
- x** Completely irregular
- u** Unknown

TYPE OF SERIAL (008/21 006/04)**(Serial)**

Codes

None of the following [# means “blank”]

m Monographicseries **n** Newspaper**p** Periodical**246 INDICATOR CHART FOR SERIALS**

First indicator = Access point Second indicator = Type of title			
	1st ind.	2nd ind.	\$i usage
Parallel title	1	1	
Variant titles & minor changes	1	#	\$i
Variant titles (earlier practice) 2 = distinctive title 3 = other title 4 = cover title 5 = added title page title 6 = caption title 7 = running title 8 = spine title	1	2-8	

264 Production, Publication, Distribution, Manufacture & Copyright Notice (Repeatable)

First indicator—Sequence of statements

- # Not applicable/No information provided/Earliest [# means “blank”]
- 2 Intervening
- 3 Current/Latest

Second indicator—Function of entity

- 0 Production
- 1 Publication
- 2 Distribution
- 3 Manufacture
- 4 Copyright notice date

Subfield codes

\$3 Materials specified:

\$a Place :

\$b Name of producer-publisher-distributor-manufacturer,

\$c Beginning date-Ending date.

Example:

```
264 #1 $3 1965- : $a London : $b Howard League for Penal Reform,  
      $c [1965-1983]  
264 31 $3 <1979> -1983: $a Edinburgh : $b Scottish Academic Press
```

780 PRECEDING ENTRY (Repeatable)

First indicator--Note controller

- 0 Display note
- 1 Do not display note

Second indicator--Type of relationship

- 0 Continues
 - 1 Continues in part
 - 2 Supersedes [Pre-AACR2; and for RDA Integrating Resources]
 - 3 Supersedes in part [Pre-AACR2; and for RDA Integrating Resources]
 - 4 Merger of: ...; and: ...
 - 5 Absorbed
 - 6 Absorbed in part
 - 7 Separated from
-

785 SUCCEEDING ENTRY (Repeatable)

First indicator--Note controller

- 0 Display note
- 1 Do not display note

Second indicator--Type of relationship

- 0 Continued by
- 1 Continued in part by
- 2 Superseded by [Pre-AACR2; and for RDA Integrating Resources]
- 3 Superseded in part by [Pre-AACR2; and for RDA Integrating Resources]
- 4 Absorbed by
- 5 Absorbed in part by
- 6 Split into ... and ...
- 7 Merged with ... to form: ...
- 8 Changed back to [Pre-AACR2]

PART C. MAJOR AND MINOR CHANGES (2.3.2.13.1+ 6.1.3.2+11.2.2.6) & RELATIONSHIPS (25+Appendix J)

CHAPTER 1: GENERAL GUIDELINES ...

Section 1.6: Changes requiring a new description

1.6.2 **Serials** LC-PCC PS

1.6.2.1 **Change in Mode of Issuance of a Serial**

Create a new description if a serial changes to a multipart monograph or an integrating resource (see [2.13 RDA](#)).

Create a new description if a multipart monograph or integrating resource changes to a serial (see [2.13 RDA](#)).

1.6.2.2 **Change in Carrier Characteristics of a Serial** LC-PCC PS 2013/07

Create a new description if there is a change in the media type (see [3.2 RDA](#)) of a serial.

If:

the carrier type ([3.3 RDA](#)) of a serial changes to *online resource* from another computer carrier

or

changes from *online resource* to another computer carrier

then:

create a new description (see [3.1.6.1 RDA](#)).

1.6.2.3 **Major Change in the Title Proper of a Serial**

Create a new description if there is a major change in the title proper of a serial (see [2.3.2.12.2 RDA](#)).

1.6.2.4 **Change in Responsibility for a Serial**

Create a new description if there is a change in responsibility that requires a change in the identification of the serial as a work (see [6.1.3.2 RDA](#)).

1.6.2.5 **Change in Edition Statement**

Create a new description when there is a change in an edition statement indicating a significant change to the scope or coverage of a serial.

CHAPTER 2: IDENTIFYING MANIFESTATIONS AND ITEMS

2.3.2.13.1 **Major Changes** LC-PCC PS

In general, consider the following to be major changes in a title proper:

- the addition, deletion, change, or reordering of any of the first five words (the first six words if the title begins with an article) unless the change belongs to one or more of the categories listed as minor changes (see [2.3.2.13.2 RDA](#))
- the addition, deletion, or change of any word after the first five words (the first six words if the title begins with an article) that changes the meaning of the title or indicates a different subject matter
- a change of name for a corporate body included anywhere in the title if the changed name is for a different corporate body.

2.3.2.13.2 Minor Changes LC-PCC PS

In general, consider the following to be minor changes in a title proper:

- a) a difference in the representation of a word or words anywhere in the title (e.g., one spelling vs. another; abbreviated word or sign or symbol vs. spelled-out form; arabic numeral vs. roman numeral; number or date vs. spelled-out form; hyphenated word vs. unhyphenated word; one-word compound vs. two-word compound, whether hyphenated or not; an acronym or initialism vs. full form; or a change in grammatical form (e.g., singular vs. plural))
- b) the addition, deletion, or change of articles, prepositions, or conjunctions anywhere in the title
- c) a difference involving the name of the same corporate body and elements of its hierarchy or their grammatical connection anywhere in the title (e.g., the addition, deletion, or rearrangement of the name of the same corporate body, the substitution of a variant form)
- d) the addition, deletion, or change of punctuation, including initialisms and letters with separating punctuation vs. those without separating punctuation, anywhere in the title
- e) a different order of titles when the title is given in more than one language on the source of information, provided that the title chosen as title proper still appears as a parallel title proper
- f) the addition, deletion, or change of words anywhere in the title that link the title to the numbering
- g) two or more titles proper used on different issues of a serial according to a regular pattern
- h) the addition to, deletion from, or change in the order of words in a list anywhere in the title, provided that there is no significant change in the subject matter
- i) the addition, deletion, or rearrangement anywhere in the title of words that indicate the type of resource, such as "magazine," "journal," or "newsletter" or their equivalent in other languages.

In case of doubt, consider the change to be a minor change.

LC PCC PS for 2.3.2.13.2

LC-PCC PS for RDA 2.3.2.13.2 RDA

MINOR CHANGES

LC practice/PCC practice: for minor change categories:

Category a) RDA: Consider that "one spelling vs. another" applies both in the case of ordinary orthographic variations and in the case of official orthographic changes. Consider that "a change in grammatical form" includes singular vs. plural, adjective vs. noun, and genitive vs. nominative case.

Category c) RDA: If the change is in the name of a body that is part of the title proper and the change requires the creation of a new heading for the body (see RDA 11.2.2.6), consider such a change to be a major change. Consider the presence or absence of the name or title of the official of the body to be a minor change. Consider the presence or absence of the body to whom a publication is presented to be a minor change.

Category e) RDA: Also apply this category when the title is given in more than one script. Do not consider there to be a major change even if the addition of the title in another language or script on a later issue would affect the choice of title proper if the description were based on that issue. However, consider that there has been a major change if there is evidence that the publisher intentionally changed the title; such evidence may include, for example, a statement by the publisher or a new ISSN printed on the publication.

Category g) RDA: Also apply this category when the language of the title varies according to the language of the text. However, consider that there has been a major change if there is evidence that the publisher intentionally changed the title; such evidence may include, for example, a statement by the publisher or a new ISSN printed on the publication.

Category h) RDA: Consider that "a list" means at least three terms.

Category i) RDA: The change from one word to another (e.g., the change from "magazine" to "journal") is a major change. The word "series" does indicate a type of resource. A word denoting frequency (e.g., "monthly") does not indicate a type of resource.

Additional Minor Change Categories

LC practice/PCC practice for Session laws of the U.S. states: Consider all changes in the title proper to be minor changes and do not create new descriptions.

LC practice/PCC practice for 17th-19th century U.S. almanacs: Generally, consider all changes in the title proper to be minor changes and do not create new descriptions.

CHAPTER 6: IDENTIFYING WORKS AND EXPRESSIONS

6.1.3.2 Works Issued as Serials LC-PCC PS

For works issued as serials:

If:

there is a change in responsibility (see [6.1.3.2.1 RDA](#))

or

there is a major change in title proper ([6.1.3.2.2 RDA](#)).

then:

construct the authorized access point to represent a new work.

6.1.3.2.1 Change in Responsibility for the Work

If there is a change in responsibility, construct the authorized access point representing the work to reflect responsibility for the work as represented in the issue or part of the serial used as the basis for the new description (see [2.1 RDA](#)).

Consider changes in responsibility affecting the construction of the authorized access point for the work to include the following:

- a) a change affecting the authorized access point representing a person, family, or corporate body that is used in constructing the authorized access point representing the work (see [6.27.1.1 RDA](#)–[6.27.1.8 RDA](#))
- b) a change affecting the name of a person, family, or corporate body used as an addition to the authorized access point representing the work (see [6.27.1.9 RDA](#)).

6.1.3.2.2 Major Change in the Title Proper

If there is a major change in the title proper (see [2.3.2.13.1 RDA](#)), construct the authorized access point representing the work to reflect the title as represented in the issue or part of the serial used as the basis for the new description (see [2.1 RDA](#)).

LC-PCC PS for 6.1.3.2

LC-PCC PS for [6.1.3.2 RDA](#)

WORKS ISSUED AS SERIALS

Expressions When Preferred Title of Work Changes

LC practice/PCC practice: When there are different language expressions of a serial work and the preferred title of the work (as determined according to [RDA 6.2.2 RDA](#)) changes, create a new description for each different expression of that work even if the title proper of the manifestation of the specific language expression did not change.

EXAMPLE

130 0#	\$a Inzhenernyĭ zhurnal. Mekhanika tverdogo tela. \$l English.
245 10	\$a Mechanics of solids.
785 00	\$a \$t Izvestiĭa. Mekhanika tverdogo tela. English. Mechanics of solids
130 0#	\$a Izvestiĭa. Mekhanika tverdogo tela. \$l English.
245 10	\$a Mechanics of solids.
780 00	\$t Inzhenernyĭ zhurnal. Mekhanika tverdogo tela. English. Mechanics of solids

"Mechanics of solids" is the title proper of an English-language expression of a work in Russian. Although the English title proper did not change, a new description is necessary because the preferred title of the work in Russian changed.

Subseries and the Omission/Addition of Main Series

PCC practice: When either of the situations below occurs, create a new series authority record (SAR) and link the two authorized access points via MARC 5XX fields [7](#).

1. The title of a main series included in an existing authorized access point is no longer present on later issues or parts.
2. The title of a main series not included in an existing authorized access point appears on later issues or parts.

If the presence/absence of the title of the main series continues to be inconsistent, do not create additional SARs. Use the SAR for the later authorized access point and add information and variant access points as appropriate.

CHAPTER 11: IDENTIFYING CORPORATE BODIES

11.2.2.6 Change of Name LC-PCC PS

If the name of a corporate body has changed (including changes from one language to another), choose the earlier name as the preferred name for use with resources associated with the earlier name. Choose the later name as the preferred name for use with resources associated with the later name.

EXAMPLE

Pennsylvania State University

Earlier name: Pennsylvania State College

National Tuberculosis Association

Earlier name: National Association for the Study and Prevention of Tuberculosis

For instructions on recording relationships between the earlier and later names of the body, see chapter [32 RDA](#) (related corporate bodies).

LC-PCC PS for 11.2.2.6

LC-PCC PS for 11.2.2.6

RDA

CHANGE OF NAME

Minor Changes of Name

LC practice/PCC practice: In the absence of explicit evidence that a true name change has taken place, consider that different usages found in publications are variants of one another, rather than true name changes, whenever the difference is a minor one. A difference is minor if the existing authorized access point and the name in the resource being cataloged differ only in one or more of the following ways:

1. the representation of words (abbreviation, acronym, initialism, or symbol and the spelled out form; two different spellings of the same word; a word in the form of a single word and in the form of a compound);
2. a change in a preposition, article, or conjunction;
3. a change in punctuation.

However, if a variant name has already been treated as a name change, do not collapse multiple authorized access points into one authorized access point, unless there is additional, explicit evidence that only variant names are involved.

RELATED WORKS: CHAPTER 25

25.0 Purpose and Scope LC-PCC PS

This chapter provides general guidelines and instructions on recording relationships between works.

25.1 Related Work LC-PCC PS NLA PS

25.1.1 Basic Instructions on Recording Relationships to Related Works

25.1.1.1 Scope



In the context of this chapter, a **related work** is a work, represented by an identifier, an authorized access point, or a description, that is related to the work being described (e.g., an adaptation, commentary, supplement, sequel, part of a larger work).

25.1.1.2 Sources of Information

Take information on related works from any source.

25.1.1.3 Recording Relationships to Related Works LC-PCC PS

Record a relationship to a related work by applying the general guidelines at [24.4 RDA](#).

Continues: Jane's intelligence review pointer

Resource described: Pointer. **A monthly periodical succeeding** Jane's intelligence review pointer

Continues in part: Journal of youth services in libraries

Resource described: Young adult library services. **A quarterly periodical that continues in part the** Journal of youth services in libraries

Continues: Top of the news

Split into: Children & libraries

Split into: Young adult library services

Resource described: Journal of youth services in libraries. **A quarterly periodical that succeeded** Top of the news, **and then later split into** Children & libraries **and** Young adult library services

Separated from: International authors' and writers' who's who

Resource described: International who's who in poetry and poets' encyclopaedia. **Separated from** International authors' and writers' who's who **in** 1993/1994

Absorbed: Curriculum report (Reston, Va.)

Resource described: The high school magazine. **Absorbed the bimonthly** Curriculum report

APPENDIX J: RELATIONSHIP DESIGNATORS: RELATIONSHIPS BETWEEN WORKS, EXPRESSIONS, MANIFESTATIONS, AND ITEMS

J.2.6 Sequential Work Relationships

preceded by (work) A work that precedes (e.g., is earlier in time or before in a narrative) the succeeding work. For sequentially numbered works with revised content, see [J.2.2 RDA](#) (derivative works). *Reciprocal relationship*: succeeded by (work)

absorbed (work) The work that has been incorporated into another work. *Reciprocal relationship*: absorbed by (work)

absorbed in part (work) The work that has been partially incorporated into another work. *Reciprocal relationship*: absorbed in part by (work)

continues (work) The work that is continued by the content of a later work under a new title. Apply generally to serials. *Reciprocal relationship*: continued by (work)

continues in part (work) A work that split into two or more separate works with new titles. Apply generally to serials. *Reciprocal relationship*: split into (work)

merger of (work) One of two or more works which came together to form a new work. *Reciprocal relationship*: merged with ... to form ... (work)

separated from (work) A work that spun off a part of its content to form a new work. *Reciprocal relationship*: continued in part by (work)

succeeded by (work) A work that succeeds (e.g., later in time or after in a narrative) the preceding work. For sequentially numbered works with revised content, see [J.2.2 RDA](#) (derivative works). *Reciprocal relationship*: preceded by (work)

absorbed by (work) A work that incorporates another work. *Reciprocal relationship*: absorbed (work)

absorbed in part by (work) A work that incorporates part of the content of another work. *Reciprocal relationship*: absorbed in part (work)

continued by (work) A work whose content continues an earlier work under a new title. Apply generally to serials. *Reciprocal relationship*: continues (work)

continued in part by (work) A work part of whose content separated from an earlier work to form a new work. Apply generally to serials. *Reciprocal relationship*: separated from (work)

merged with ... to form ... (work) One of two or more works that come together to form a new work. *Reciprocal relationship*: merger of (work)

split into (work) One of two or more works resulting from the division of an earlier work into separate works. *Reciprocal relationship*: continues in part (work)

Appendix H: Evaluation Form

Your reactions to this workshop will help us in planning future programs. Thank you for your assistance.

Name/institution: (Optional) _____

Trainers: _____

Sponsor: _____

Place and date: _____

Please circle the words that most nearly reflect your response to the statement.

- | | | | | | | |
|----|---|-------------------|----------|---------|-------|----------------|
| 1. | The presenters were well organized and informative. | strongly disagree | disagree | neutral | agree | strongly agree |
| 2. | The workshop content was relevant to my work. | strongly disagree | disagree | neutral | agree | strongly agree |
| 3. | I gained useful information in the sessions. | strongly disagree | disagree | neutral | agree | strongly agree |
| 4. | The exercises fit the material presented. | strongly disagree | disagree | neutral | agree | strongly agree |
| 5. | I had ample opportunity to raise questions during the sessions. | strongly disagree | disagree | neutral | agree | strongly agree |
| 6. | I had ample opportunity to raise questions during the exercises review. | strongly disagree | disagree | neutral | agree | strongly agree |
| 7. | The overall workshop met my personal expectations. | strongly disagree | disagree | neutral | agree | strongly agree |

8. Please tell us what you found to be most helpful in the workshop.

9. Were any topics not covered that you expected to be presented?

(Over)

10. How could we improve the content or other aspects of this workshop?

11. What topics would you like to see covered in future workshops?